





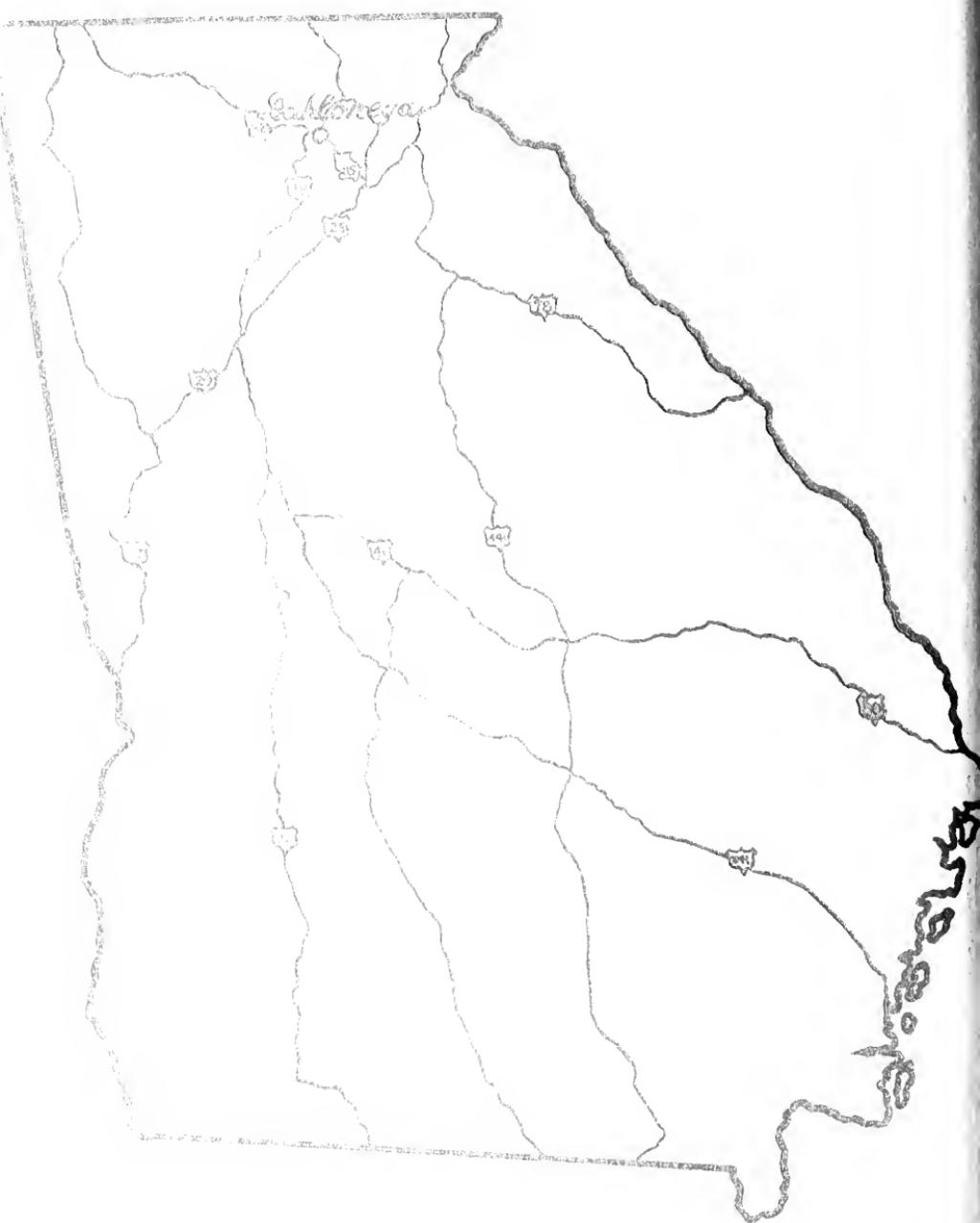


BULLETIN  
North Georgia  
College



DAHLONEGA, GEORGIA

1959-60 - 1960-61





# EIGHTY-SIXTH

## ISSUE

SERIES 26

JANUARY, 1959

No. 1

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North Georgia College

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## CALENDAR

1959-60		1960-61
(1959)		(1960)
September 20	Dormitories open to new students for lunch. All new students are expected to report during the day and to meet in the Auditorium at 8:00 p.m. New students should not come to the campus before Sunday.	September 18
September 21-26	Freshman Week. Attendance of all new students are required.	September 19-24
September 23	Sophomores and upperclassmen report.	September 21
September 24	Registration of new students	September 22
September 25	Registration of returning students	September 23
September 26	Class work begins	September 24
November 24	Thanksgiving Recess begins	November 22
November 30, 7:30 pm..	Thanksgiving Recess ends	November 28, 7:30 p.m.
December 14-17	Fall Quarter examinations	December 12-15
December 17	Christmas Vacation begins	December 15
(1960)		(1961)
January 4	Registration for Winter Quarter	January 2
January 5	Class work begins	January 3
February 8-12	Religious Emphasis Week	February 6-10
February 19	Constitution Examinations	February 17
March 17-19	Winter Quarter examinations	March 15-17
March 19-23	Spring Recess	March 17-21
March 24	Registration for Spring Quarter	March 22
March 25	Class work begins	March 23
April 6	Honors Day	April 4
May 8	Parents Day	May 14
June 4	Student-Alumni Day	June 2
June 5	Commencement	June 3
June 6-9	Spring Quarter examinations	June 4-7

## UNIVERSITY SYSTEM OF GEORGIA

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*All state-supported institutions of higher learning in Georgia were combined into the greater University System of Georgia by legislative enactment at the regular session of the General Assembly in 1931. Under the articles of the Act all existent boards of trustees were abolished and control of the System was vested in a board of regents with all the powers and rights of the former governing boards of the several institutions. Control of the System by the Board of Regents became effective January 1, 1932.*

*On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System by passing a resolution which reads in part as follows: "The North Georgia College at Dahlonega shall be continued as a college of arts and sciences at the bachelor's level and as the one institution in the Georgia System distinguished by its essentially military organization for men."*

# THE BOARD OF REGENTS

## University System of Georgia

---

Robert O. Arnold, Chairman

Freeman Strickland, Vice-Chairman

Harmon W. Caldwell, Chancellor

John E. Sims, Assistant to the Chancellor

J. H. Dewberry, Director, Plant & Business Operations

L. R. Siebert, Executive Secretary

James A. Blissit, Treasurer

John R. Hills, Director, Testing and Guidance

---

Mrs. William T. Healey, Atlanta .....	State-at-Large
Allen Woodall, Columbus .....	State-at-Large
Freeman Strickland, Atlanta .....	State-at-Large
Quimby Melton, Jr., Griffin .....	State-at-Large
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James D. Gould, Brunswick .....	Eighth Congressional District
Morris M. Bryan, Jr., Jefferson .....	Ninth Congressional District
W. Roscoe Coleman, Augusta .....	Tenth Congressional District

## FACULTY

---

MERRITT E. HOAG (1946) .....President  
B.S., S.T.C., Edinboro; M.Ed., Duke University.

JOHN DURHAM ANTHONY (1933) .....Associate Professor of Biology  
B.S., Transylvania University; M.A., Emory University  
further study, University of Kentucky.

ROBERT H. BELCHER (1942) .....Associate Professor of Chemistry  
B.S., Georgia State College for Men; M.S., University of  
North Carolina; further study, University of North Carolina  
and University of Wisconsin.

W. DESMOND BOOTH (1933) .....Assistant Professor of English  
B.S., Georgia State College for Men; M.A., Emory University;  
further study, University of North Carolina and University  
of Michigan.

MARIAN P. BOUFFARD (1950) .....Assistant Professor of Education  
A.B., Florida State College for Women; M.A., Peabody College;  
further study, University of Georgia, Ohio State University,  
and Washington State University.

DOROTHY BROWN (1949) .....Associate Professor of English  
A.B., M.A., University of Alabama; Ph.D., University of  
Colorado.

T. CONN BRYAN (1948) .....Professor of Social Science  
A.B., Duke University; M.A., University of North Carolina;  
Ph.D., Duke University.

JEWELL G. BRYSON (1957) .....Assistant Professor of  
Business Administration  
B.S., East Tennessee State College; M.S., University of  
Tennessee.

WALTER J. CARPENTER (1951) .....Associate Professor of Mathematics  
B.S., Western Carolina College; M.A., University of North  
Carolina; further study, University of North Carolina.

CAMILLUS J. DISMUKES (1933) .....Professor of Modern Languages  
A.B., Birmingham-Southern College; M.A., University of  
North Carolina; Ph.D., Laval University.

ALICE DONOVAN (1942) .....Instructor in Home Economics  
B.S.H.E., Georgia State College for Women; further study,  
Syracuse University.

SARAH W. DREW (1957) .....Assistant Professor of Social Science  
A.B., Tift College; M.S.Ed., Indiana University; further study,  
Columbia University and University of Colorado.

GABRIEL H. ENGERRAND (1947) ..... *Associate Professor of Modern Languages*. A.B., Texas Technological College; M.A., Ph.D., State University of Iowa.

WILLIAM H. ESSARY (1957) ..... *Assistant Professor of English*. B.S., Memphis State College; M.A., Peabody College; further study, Emory University.

HARRY B. FORESTER (1939) ..... *Professor of Biology*. B.S., Piedmont College; M.S., University of Alabama; Ph.D., University of Wisconsin.

JOYCE FOWLER (1957) ..... *Assistant Professor of Physical Education*. A.B., M.A., University of North Carolina.

BESSIE LEE FREEMAN (1946) ..... *Associate Professor of Home Economics*. B.S., Oklahoma Central State College; M.S., Oklahoma State University.

LORIMER B. FREEMAN (1933) ..... *Associate Professor of Business Administration*. B.S.C., M.S.C., University of Georgia; further study, Northwestern University, Harvard University, and New York University.

RUFUS R. HACKNEY, JR. (1957) ..... *Assistant Professor of Physical Education*. A.B., M.A., University of North Carolina.

SUSIE M. HARRIS (1945) ..... *Head Librarian*. A.B., Piedmont College; B.S. in L.S., M.S. in L.S., Peabody College.

ROBERT P. HATCHER, JR., Lt.Col., Infantry (1958) ..... *Professor of Military Science and Tactics*. B.S., University of Georgia; Basic and Advanced Course, The Infantry School; Advanced Course, The Tank Destroyer School; Advanced Course, The Cavalry School; Battery Officers' Course, The Artillery School; Graduate Command and General Staff College.

ORVIL R. HAUSE (1950) ..... *Assistant Professor of Physical Education*. B.S., M.A., University of Alabama; further study, University of Alabama and Peabody College.

MARY E. HOOD (1947) ..... *Assistant Librarian*. A.B., Piedmont College; B.S. in L.S., Peabody College.

STEPHEN M. HUNTLEY (1948) ..... *Associate Professor of Modern Languages*. A.B., M.A., University of South Carolina; Ph.D., University of Toulouse.

JAMES C. KIDD (1953) ..... *Assistant Professor of Social Science*. A.B., Erskine College; M.A., University of South Carolina; further study, University of South Carolina.

DAVID M. LEVITT, Captain, Infantry (1957) ..... *Assistant Professor of Military Science and Tactics*  
B.S., DePaul University; Advanced Infantry Officers' Course, The Infantry School; Jungle Warfare Course, Jungle Warfare Training Center, Panama, C. Z.; Amphibious Operation Course, Camp McCoy, Japan.

JASPER I. MALOY, JR. (1954) ..... *Assistant Professor of Business Administration*  
B.A., Henderson State Teachers College; M.B.A., University of Georgia; further study, University of Georgia.

ULYSSES G. MATHERLY (1953) ..... *Associate Professor of Physical Education*  
B.S., Wittenberg College; M.P.H., University of Florida; further study, Columbia University and University of North Carolina.

JAMES O. MORGAN, Major, Artillery (1957) ..... *Assistant Professor of Military Science and Tactics*  
B.S., Texas A. & M. College; Artillery Officers' Advanced Course and The Battery Officers' Course, The Artillery School; Officers' Communication Course, The Armored School; Airborne Course, The Airborne School; Special Forces Course, The Psychological Warfare School; Air-Ground Operations Course, Air-Ground School.

RICHARD M. NEGLEY (1957) ..... *Assistant Professor of Mathematics*  
B.S., Western Illinois State College; M.S., Florida State University.

NEWTON OAKES (1941) ..... *Professor of Business Administration*  
B.S., M.A., University of Kentucky; further study, University of Kentucky and Ohio State University.

JULIA OATES (1958) ..... *Assistant Librarian*  
A.B., Women's College of University of North Carolina; M.A., Duke University; further study, U.C.L.A. and North Carolina State College.

JAMES A. OTTE (1958) ..... *Assistant Professor of Physical Education*  
B.S., M.S., University of Tennessee.

EWELL G. PIGG (1942) ..... *Associate Professor of Physics*  
B.S., Central Missouri Teachers College; M.A., Peabody College, further study, University of Colorado.

WILLIAM P. ROBERTS (1949) ..... *Assistant Professor of Social Science*  
A.B., Emory University; M.A., Ph.D., University of North Carolina.

BEN W. S<sup>A</sup>NDE<sup>R</sup>S (1950) ..... *Assistant Professor of Biology*  
B.S., University of Mississippi; M.S., University of Alabama; further study, University of Alabama.

JOHN C. SIMMS (1937) ..... *Professor of Chemistry*  
B.S., Millsaps College; M.S., Vanderbilt University; Ph.D., Western Reserve University.

JOHN T. SIMPSON, JR. (1953) ..... *Assistant Professor of English*  
B.S., Mississippi State College; M.A., Peabody College,  
further study, Peabody College and Columbia University.

FRANK M. SMITH (1955) ..... *Assistant Professor of Social Science*  
A.B., University of Georgia; M.A., University of North  
Carolina; further study, University of North Carolina, Duke  
University, and Mexico City College.

ROBERT A. SMITH, Major, Infantry (1957) ..... *Assistant Professor of*  
*Military Science and Tactics*  
B.S., Georgia Institute of Technology; Infantry Officers' Ad-  
vanced Course, The Infantry School; Airborne Course, The  
Airborne School; Ranger Course, Ranger Training Command;  
Air-Ground Operations Course, Air-Ground School.

ORBY SOUTHARD 1947) ..... *Professor of Education*  
B.S., Arkansas State Teachers College; M.S., University of  
Arkansas; Ph.D., University of Pittsburgh.

C. E. STEVENSON (1943) ..... *Associate Professor of*  
*Education and Psychology*  
A.B., Oglethorpe University; M.A., Peabody College; further  
study, University of Georgia, Duke University, and Univer-  
sity of Minnesota.

HARRY R. SULLIVAN (1956) ..... *Assistant Professor of English*  
A.B., Louisiana State University; M.A., Stanford University;  
further study, University of Mississippi, University of  
Toronto, and University of Georgia.

LAMBUTH R. TOWSON (1942) ..... *Associate Professor of Mathematics*  
B.S., Emory University; M.A., University of Georgia; further  
study, University of Chicago and University of North  
Carolina.

MIRIAM JEAN WHITE (1956) ..... *Assistant Professor of English*  
A.B., North Georgia College; M.A., Emory University; fur-  
ther study, Peabody College.

MARION C. WICHT (1950) ..... *Professor of Mathematics*  
B.S., Mississippi Southern College; M.A., Vanderbilt Univer-  
sity; Ph.D., Alabama Polytechnic Institute.

CHARLES M. YAGER (1941) ..... *Professor of Physics*  
B.S. in M.E., University of Maryland; M.Ed., Duke Uni-  
versity; further study, University of Wisconsin.

WILL D. YOUNG (1940) ..... *Associate Professor of Social Science*  
A.B., M.A., Cumberland University; further study, Uni-  
versity of Chicago and Peabody College.

## OFFICERS OF ADMINISTRATION

MERRITT E. HOAG.....	<i>President</i>
WILL D. YOUNG.....	<i>Dean and Registrar</i>
CAPT. ORVIL R. HAUSE .....	<i>Commandant</i>
ALICE DONOVAN.....	<i>Dean of Women</i>
C. E. STEVENSON.....	<i>Director of Guidance</i>
HOWARD H. GILBERT, JR. .....	<i>Comptroller and Military Property Custodian</i>
ELLA RAY OAKES .....	<i>Assistant Registrar</i>
J. W. PHILLIPS .....	<i>Assistant Comptroller</i>
J. G. WOODWARD, M.D. .....	<i>Medical Officer</i>
SARA M. WRIGHT, R.N. .....	<i>Nurse</i>
SGT. LEONARD EVANS.....	<i>Assistant Military Property Custodian</i>
HAZEL B. TYREE .....	<i>Dietitian</i>
FANNIE B. RAGAN.....	<i>Dining Hall Assistant</i>
ROBERT RAGAN .....	<i>Manager, Student Canteen</i>
J. J. HARRIS .....	<i>Assistant Manager, Student Canteen</i>
ESTELLE DAVID .....	<i>Secretary to the President</i>
LUCILLE CHAMBERS .....	<i>Secretary to the Assistant Comptroller</i>
WILMA WEST .....	<i>Secretary to the Commandant</i>
ANN HUFF .....	<i>Secretary</i>
WILLIAM A. HULSEY .....	<i>Accountant</i>
EMORY L. STEPHENS .....	<i>Bookkeeper</i>
WENDELL H. SATTERFIELD .....	<i>Cashier</i>

# OFFICERS AND COMMITTEES OF THE FACULTY

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Meetings of the Faculty are held at 7:30 P. M. on the second and fourth Fridays of each month.

The President and Dean are ex-officio members of all committees. The member first named is chairman.

## Officers

MERRITT E. HOAG, *Chairman*  
WILL D. YOUNG, *Vice-Chairman*  
NEWTON OAKES, *Secretary*

## Faculty Committees

ACADEMIC ACTIVITIES.....	Young, Bryan, Dismukes, B. L. Freeman, Forester, Hatcher, Matherly, N. Oakes, Simms, Southard, Stevenson, Wicht, Yager.
ADMISSIONS.....	Young, Forester, L. B. Freeman, Steven- son.
ADVANCED STANDING.....	Young, Dismukes, Yager.
ATHLETICS.....	Forester, Belcher, Fowler, Hackney, Hatcher, Matherly, Otte, F. Smith, Towson, Yager.
GUIDANCE.....	Stevenson, Bouffard, Donovan, Forester, Hause, N. Oakes, Simms, Wicht.
LIBRARY.....	Harris, Bouffard, Brown, L. B. Freeman, Hood, Huntley, Oates, Roberts, Sanders, White.
MILITARY.....	Hatcher, Hause.
SOCIAL EVENTS.....	Hause, Donovan, Forester, Fowler, E. Oakes, Simms.
STUDENT AID.....	Gilbert, Donovan, Hause.
STUDENT HEALTH.....	Forester, Donovan, Matherly, Wood- ward, Wright.
STUDENT PROGRAMS.....	Booth, Pigg, Roberts, F. Smith, Yager.

## GENERAL INFORMATION

### INSTITUTIONAL OBJECTIVES

It is the purpose of North Georgia College as a state institution to raise the general level of health, efficiency, and character of its constituency by imparting general scientific and cultural knowledge and by providing opportunity for professional advancement and social and economic betterment.

To accomplish these objectives the college program is planned so that the student may become familiar with the knowledge and methods offered in several fields. This enables the student to take his proper place in society. These fields are business administration, home economics, elementary teaching, and military leadership. In addition, the college offers pre-professional training in such fields as law, journalism, dentistry, and medicine.

### THE COLLEGE YEAR

North Georgia College believes that as a state-supported institution its plant and staff should be available to citizens of the state throughout a major portion of the year. The college, therefore, operates on a full schedule with the summer school being considered an integral part of the college year.

The Fall Quarter begins, in 1959, on September 21; and in 1960, on September 20. Students may also enter and begin a regular freshman program at the beginning of the Winter Quarter or the Spring Quarter.

This catalogue outlines in general the work of the fall, winter, and spring quarters. Special summer-school information is made available in April.

## HISTORICAL BACKGROUND

North Georgia College, founded in 1873, owes its origin to the Act of Congress of July 2, 1862, entitled "An Act donating public lands to the several states and territories which may provide colleges for the benefit of agriculture and mechanic arts." The act contemplated the "endowment, support and maintenance of at least one college in each state where the leading object will be, without excluding other scientific and classical studies, and including military tactics, to teach such branches of learning as are related to agriculture and mechanic arts in such manner as the legislatures of the states may respectively prescribe, in order to promote the liberal and practical education of the industrial classes."

Although North Georgia College no longer offers agricultural courses, it has otherwise remained true to the general vision of its founders. A small annual income from the sale of public lands is still received by the college.

## THE UNIVERSITY SYSTEM

North Georgia College is a senior member of the University System of Georgia. Its students are thus a part of a state-wide program of higher public education and enjoy the prestige and influence of this great State University System. Its program follows through varied fields of concentration to the A.B. and the B.S. degrees.

## ACADEMIC STANDING

North Georgia College is a fully-accredited member of the Association of American Colleges, the Association of Military Colleges and Schools, the Southern Association of Colleges, and the Association of Georgia Colleges. Its work in the field of education is recognized and accredited by the Georgia State Department of Education. The quality of the training offered in all departments has long enjoyed national recognition.

## MILITARY TRAINING

North Georgia College was originally organized on a military basis, and for its cadets this policy has continuously prevailed.

The college enjoys the distinction of being one of the few senior institutions in America which hold the MC rating, "essentially military," from the Department of the Army. This status has enabled a substantial percentage of graduates each year, who earn the title Distinguished Military Graduate, to be offered commissions in the Regular Army on an equal basis with graduates of the United States Military Academy.

However, while North Georgia College has over the years offered a strong military program, its prime purpose is to train cadets for successful civilian life. Civilian and military leaders alike must be able to meet calmly, confidently, and effectively the unexpected and threatening situations of life, and North Georgia, through its military instruction, endeavors to instill the principles of leadership and of followership; of discipline and self-discipline; of truth, honor and stability; of initiative, resourcefulness and dependability; and of neatness, dispatch, orderliness and method.

The college thus hopes that everywhere its cadets may be outstanding and distinguished as men and citizens of poise, public spirit, intelligence and integrity and that they will respond, as always in the past, with devotion and courage to a national emergency and acquit themselves as leaders and as trained and efficient soldiers to bring honor and credit to themselves, their alma mater, their state, and their nation.

### MILITARY POLICY

All male students who pass the required college physical examinations must take the basic course in Military Science and Tactics prescribed by the Department of the Army for R.O.T.C. during their freshman and sophomore years, except as outlined for certain veterans and seniors under the heading "Veterans Program" below. Recognition is given to successful completion of junior R.O.T.C. work.

Upon completion of the basic course, qualified students apply for admission to the advanced course, and if accepted by the Department of the Army, will work toward a Reserve Commission at graduation. Such students receive the usual subsistence and uniform allow-

ance of the Department of the Army. All others, except as provided for veterans under "Veterans Program" and for special classes of students transferring from other colleges under "Transfer Students and R.O.T.C.," will carry Advanced Military Science with college credit but without government allowance.

Notwithstanding the exceptions indicated which excuse certain students from the R.O.T.C. courses, North Georgia is a military college and all male students are members of the Corps of Cadets. They are required (within the limits of physical ability—those few who are disabled being excused by the college physician) to participate in the drills, ceremonies, formations, and activities of the Corps and are subject to the rules and regulations of the military life. Rewards, as well as responsibilities, are administered in an impartial and democratic manner, and veterans and other non-R.O.T.C. students are eligible and are encouraged to accept leadership positions in the Cadet Brigade. All male students are thus considered as military students and are treated on an equal basis with all others.

### CO-EDUCATION

North Georgia has been co-educational since the day of its founding. In line, therefore, with present practice at nine-tenths of all American colleges and universities. North Georgia admits both men and women. Military training under carefully selected U.S. Army commissioned and non-commissioned officers prevails for the young men, whereas the revised and broadened curricula admirably meet the needs of young women.

### VETERANS' PROGRAM

Veterans are cordially admitted to North Georgia College. They are admitted as regular students, interested in the usual program of the institution, when the regular admission requirements have been fulfilled. Special care is taken to assign a study schedule which they may carry with greatest success.

Those who have not had opportunity to meet the specific entrance requirements but who, by virtue of experience and maturity, may be able to profit by college life

will be admitted as Special Students. These will be given aid through special conferences and individual help that they may meet full entrance requirements as promptly as possible.

While R.O.T.C. is required of all male students, a partial and temporary deviation from this regular policy is permitted veterans. Veterans with a minimum of twelve months of active duty in the armed services and an honorable discharge, upon written request at the beginning of a college year or at time of their enrollment, may be excused from R.O.T.C. classroom training. However, all veterans now entering, except those who transfer with senior rank, together with all other non-R.O.T.C. students, are assigned to a rifle company or the band and are required to participate in the ceremonies, formations, and activities of the Corps, to include three hours of drill per week. This drill is required in order to promote unity among the Corps of Cadets. Students who drill but do not attend R.O.T.C. classes in Military Science will be given one quarter hour of college credit per quarter. (Note: Any student who at time of enrollment has passed his twenty-seventh birthday may be excused from drill and wearing the uniform upon approval by the Dean and P.M.S.&T.)

Veterans who were discharged from service as commissioned officers may be awarded the rank of Honorary Cadet Lieutenant (or higher) in the Corps of Cadets and will train three hours per week in supervisory capacity and will be given credit for Reserve Training so far as existing regulations will permit.

Veterans who elect to take the advanced course of Military Science under government contract and fail to maintain the required grades will continue the course without government assistance during the remainder of the academic year.

#### TRANSFER STUDENTS AND R.O.T.C.

Juniors who transfer from other colleges and are without military credit, but who pass the physical examinations, will take Basic Military Science, or in lieu thereof, offer for graduation an equivalent ten additional hours of approved electives.

Those who transfer to North Georgia with Senior Class

rank and are without credit in Basic Military Science are excused from R.O.T.C. work.

Transfer students are subject to the prevailing cadet system of control directed by the Commandant of Cadets and will attend college formations, including those for chapel and church.

### SELECTIVE SERVICE AND DEFERMENT

Under the provisions of existing directives, all men are required to register at 18 years of age, reporting to their local board the fact of their enrollment in R.O.T.C. They must notify the P.M.S.&T. of the number and address of their local board.

R.O.T.C. students will be considered for initial military deferment following the completion of three quarters of college enrollment. Selection will be based on academic and R.O.T.C. standing. Individuals selected for deferments will be deferred until graduation provided they (1) maintain academic and R.O.T.C. standing, (2) attend summer camp as ordered, (3) are selected by the P.M.S.&T. in the selective service quota, (4) "sign R.O.T.C. contract and agreement to accept a commission if and when tendered and to serve two years' active duty as an officer subject to call by the Secretary of the Army and to remain in an active component as ORC or NG, until the eighth anniversary of their date of commission."

The Dean of the College will forward the proper form indicating college enrollment and academic standing to the draft board of all freshmen and other cadets not deferred on an R.O.T.C. deferment or whose R.O.T.C. deferments were cancelled. Local draft boards may at their option grant an academic deferment to the cadet concerned.

### LOCATION

North Georgia College is located at Dahlonega, the center of Georgia's gold area, twenty miles from Gainesville, which is on the main line of the Southern Railway. An excellent highway from Gainesville to Dahlonega makes the college easily accessible by automobile at all seasons of the year.

The college is also accessible by using the national highway from Atlanta via Roswell, Alpharetta, Cumming, Dahlonega. This same highway continues on through the mountains to Asheville, North Carolina. Using this highway, automobiles can make the trip to Dahlonega from Atlanta in less than two hours.

### TRANSPORTATION SCHEDULES

There is excellent bus service between Dahlonega and Atlanta from which connections to all points may be made by bus, air, and rail.

## HEALTH

Historic Dahlonega and Lumpkin County are known widely for the climate and recreational opportunities. The altitude is 1,500 feet. Nature seems to have designed the location, in the foothills of the Blue Ridge, as a center of learning amid beautiful and invigorating surroundings.

The college location is free from the enervating climatic conditions of the lower altitudes, and students from other sections quickly respond to the stimulating effects of the general climatic conditions. Practically without exception, students gain in weight and physical vigor; the college has, over the years, attracted students from every section of the state.

## HEALTH SERVICE

Every precaution is taken to assure a high level of student health, and through the college physician and a full-time registered nurse the college provides medical service to its boarding students in cases of usual or minor illness. The service includes necessary ambulance service for recumbent patients to the hospital within the state designated by the college physician. The college assumes no responsibility, however, for injuries received in voluntary or required activities, and neither does it assume responsibility for the cost of prescriptions, of necessary special nurses, for consultation and hospital expenses in the more serious cases of illness and accident, nor for special X-ray work or surgery of any kind. Day students are not entitled to infirmary service. Definition of a day student will be found on Page 31.

## PHYSICAL EXAMINATIONS

Before a student is admitted to North Georgia College, a physical examination must be taken. The family physician will make a report on a form supplied by the college.

As a precaution, students will be given such vaccina-

tions and chest X-rays as authorized by the college physician.

## PHYSICAL EDUCATION AND ATHLETICS

The college recognizes the importance of a healthy, vigorous, and co-ordinated body in successful living. Provision is made for a modest program of intercollegiate competition in selected sports. A highly competitive sports program reaching the entire student body is traditional. Emphasis here is placed on developing skills in those activities which have a high degree of carry-over into adult life. All men, except those physically disqualified by the college physician, take R.O.T.C. (optional with some veterans and transfer students), and all freshman and sophomore women take regular work in physical education. This physical education work for women is supplemented by a competitive sports program which includes archery, tennis, table tennis, shuffleboard, basketball, softball, volleyball, and hockey.

As a part of the general physical-fitness program of the college, participation in physical education is required of all freshman and sophomore men except veterans. The requirement is two scheduled periods a week. The work is conducted by the Director of Health and Physical Education and his assistants. Men, who for approved reasons may not be taking military science, are usually not excused from this physical-fitness requirement.

## RELIGIOUS AND SOCIAL LIFE

### GENERAL ASSEMBLY

Assembly is held Wednesday morning at 10:45 o'clock in the College Auditorium. ATTENDANCE IS REQUIRED.

The programs are brief and varied, but a strong effort is made to have them inspirational and interesting. College life is here interpreted and in turn is expressed through student participation. Visiting speakers of national reputation are frequently present.

### CHURCH SERVICES

There are three Protestant churches in Dahlonega, the Baptist, the Methodist, and the Presbyterian, all of which maintain Sunday Schools and weekly services. All students, except married men living with their families, are required to attend Sunday morning church service. Following the usual custom and practice prevailing in military colleges, Sunday morning "Church Formation" is held for all male students except married men as above stated. Students also have the opportunity of participating in such organizations as the Wesley Foundation, the Baptist Student Union, and the Westminster Fellowship. Many regularly attend the Bible classes of the three church schools.

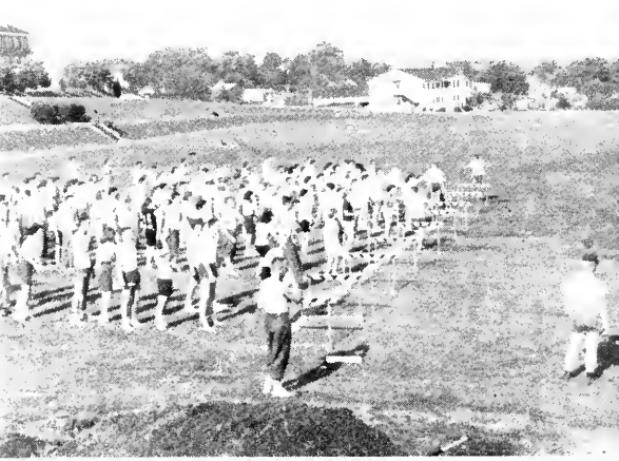
Upon request to the Commandant of Cadets or the Dean of Women, students of Catholic or Jewish faith may be excused from local church attendance to attend a church of their choice in a nearby city.

### CHRISTIAN ASSOCIATIONS

The Young Men's Christian Association is organized to promote a wholesome campus life and to develop a deep sense of value among the college men.

The Young Women's Christian Association sponsors a similar work among the women of the college; it exerts a strong influence over the social as well as the religious life of the campus.





The two organizations, in cooperation with local pastors and the Bible classes for college students, each year sponsor a week of special worship and meditation known as Religious Emphasis Week.

### SOCIAL LIFE

Of equal importance with academic training is the attainment of that personal culture and bearing which prepares one to take his rightful place in an exacting social, business, and professional world. Every effort, therefore, is made to promote a wholesome social life. The high traditions of the college are observed, while the student campus organizations make contributions through their various programs and social activities. To this end numerous clubs, representing the various phases of student interest, are available.

All women students, whether residing in the dormitory or at home, are subject to the general social policies formulated by the Faculty Committee on Social Activities and approved by the faculty as a whole. The immediate administration of the social policies rests with the Dean of Women, the Commandant of Cadets, and the Dean of the College.

A special social committee, composed jointly of faculty members and students, plans the frequent informal social gatherings.

## CAMPUS ORGANIZATIONS

### BRIGADE BAND

One of the outstanding features of North Georgia College is the College Brigade Band. Instruments are furnished by the college for about sixty-five parts. Certain instruments are furnished by the U. S. Government as part of the R.O.T.C. program. Some members of the band furnish their own instruments. To a student with musical ability, the band presents unusual opportunity for further training. Since the band schedule is under the partial direction of the Department of Military Science and Tactics, participation in band work is recognized through appropriate military credit.

### BIOLOGY CLUB

The membership of this club is composed of students giving special emphasis to the biological sciences. Those particularly interested in the pre-professional study of medicine, dentistry, laboratory techniques, nursing, and general health compose the membership.

### GLEE CLUB

The Glee Club offers to both cadets and coeds thorough training in choral expression. The club travels extensively, giving programs of both sacred and secular music. Although previous training in vocal technique and music rudiments is very desirable, membership is open to all students of reasonable ability and sincere interest.

### COLLEGE ORCHESTRA

The Orchestra provides music for various social functions, chapel, and evening programs.

### DRAMATIC CLUB

The Dramatic Club presents frequent amateur programs through the year. These include chapel skits, one-act plays, and evening performances. The club is a member of Alpha Psi Omega, a national honorary dramatic fraternity.

### THE FORENSIC SENATE

The Forensic Senate offers to a select group of students the opportunity to improve themselves in the art

of public speech and debate and in the technique of research. A number of chapel and intercollegiate debates are held during the year.

### BUSINESS ADMINISTRATION CLUB

The primary objectives of this club are: to develop a greater awareness on the part of business and secretarial majors of the opportunities in their chosen province; to increase their knowledge of the skills and training requisite to success in positions in business; and to foster the growth of an esprit de corps within the Department of Business Administration.

In keeping with these objectives, programs will consist principally of lectures and panels conducted by representatives of industrial enterprises and departmental faculty members with full opportunity for student participation. Membership is limited to those doing major work in the department.

### CHEMISTRY CLUB

This is an organization for chemistry majors. The club holds monthly meetings. Programs are presented by students, instructors, and outside speakers. The club sponsors one or two field trips each year to laboratories and chemical plants. The club expects to petition the American Chemical Society for a student chapter of the society.

### HOME ECONOMICS CLUB

This is an organization open to all students who take courses in home economics. The aim of the club is to afford students opportunity to become better acquainted with the social and professional activities of home economics leaders, and also to provide for their own personal development through active participation in club programs.

### STUDENT N. E. A.

Membership in the John C. Sirmons Chapter of Student N.E.A. is open to students whose chief vocational interest is teaching. Professional and social activities are sponsored in an effort to promote growth of individual members. Programs will be planned in such a manner that prospective teachers will have an opportunity to develop

leadership qualities.

This organization supervises the Used-Book Exchange as a service to the entire student body.

### PHYSICS CLUB

Through the activities of the Physics Club, students in physics have an opportunity to discuss and work on projects of common interest. Professional requirements discussed in the meetings lead to a clearer understanding of vocational opportunities in the field.

### RADIO COMMUNICATIONS CLUB

The Radio Communications Club is composed of students especially interested in amateur and experimental radio and electronics. The college amateur station of this group operates under the licensed call "W4PYM." Several radio transmitters and receivers are maintained for the use of club members, as well as electronics equipment which is used for experimental work.

### OFFICERS' CLUB

The Officers' Club is composed of the Cadet Officers of the Brigade and any member of the Commandant's Staff expressing a desire to enter. The purpose of this club is to provide an agency for the gathering and disseminating of information to the Cadet Corps as a whole. For the social benefit of the college, the Officers' Club sponsors at least one formal dance each year and co-sponsors the annual Military Ball held during graduation week.

### NON-COMMISSIONED OFFICERS' CLUB

The Non-commissioned Officers' Club draws its membership from members of the second and third classmen. The objective of the N.C.O. is twofold: first, to bring about unity of endeavor among the commissioned and non-commissioned officers of the Corps of Cadets; second, to acquaint the second and third classmen with the present and future policies, tactics, and equipment of the United States Army. Although social activity is not the main objective of the N.C.O. Club, it does, during the school year, sponsor social activities.

### VARSITY LETTER CLUB

The Varsity Letter Club is made up of those students who have won the official Varsity Letter. The Varsity

Letter is granted to those students who comprise a varsity team, who have satisfactory scholastic averages, and who otherwise meet the requirements set up by the Athletic Committee for the sport in which the student participates.

### WOMEN'S RECREATION ASSOCIATION

The Women's Recreation Association, sponsored by the Department of Physical Education and open to all coeds, is the largest organization for the college women. The Association, better known as REC Club, is divided into four teams which carry on intramural activities beginning in the fall with speedball and volleyball, continuing in the winter with basketball, and concluding in the spring with softball. In addition to these team sports, individual tournaments, such as tennis, table tennis, and badminton, are held. The social life of the young women at North Georgia College is enriched through participation in these different sports, hikes, parties, and dances, which comprise the all-inclusive program of REC Club.

### WOMEN'S RIFLE CLUB

This organization is an increasingly popular campus activity for women. This club is a member of the National Rifle Association and competes in small-bore rifle matches with other universities and women's colleges having rifle teams. The college athletic letter and sweater are awarded to outstanding competitors in this sport.

### STUDENT PUBLICATIONS

Three college publications are issued under the direction of the Students' Association and faculty advisers.

*The Cyclops*, the yearbook, is an annual pictorial record of student life.

*The Cadet Bugler*, a quarterly magazine, features creative writing, pictorial representation, and timely discussion of student affairs.

*The NGC Commander* is a weekly newspaper published by the Cadet Corps.

### ALUMNI ASSOCIATION

The Alumni Association of North Georgia College includes in its membership all students who have attended the college, many of whom are now outstanding leaders of

the state. The purpose of the Association is to keep alive the traditions and memories of the college and to promote its welfare.

Present officers of the Alumni Association are: President, Mr. Hugh E. Hilliard, Warm Springs, Georgia; First Vice President, Mr. Elmo Holt, Atlanta, Georgia; Second Vice President, Miss Carolyn Mebane, Dunwoody, Georgia; Third Vice President, Mr. H. E. Nelson, Decatur, Georgia; Historian, Mrs. W. A. Hedden, Dahlonega, Georgia; Secretary-Treasurer, Mr. Donald F. Dean, Dahlonega, Georgia.

## BUILDINGS

**PRICE MEMORIAL HALL** stands on the foundations of the old Government Mint and was named in honor of William P. Price, founder of North Georgia College. It contains administrative and faculty offices.

**ACADEMIC HALL** contains classrooms and offices of the History, Mathematics, and Education Departments, the College Post Office, the Canteen, and the Bookstore.

**SCIENCE HALL** accommodates the Departments of Biology, Chemistry, and Physics.

**MILITARY BUILDING** accommodates the Department of Military Science and Tactics. It contains classrooms, a small auditorium, and offices for the military personnel.

**HOME ECONOMICS BUILDING** is a large two-story building containing beautiful kitchens, laboratories, and social areas.

**BUSINESS ADMINISTRATION BUILDING** contains classrooms, laboratories, and offices of the Department of Business Administration.

**STEWART LIBRARY** contains a large reading room, stack and storage rooms, and office and work rooms. The library contains over 10,000 books, exclusive of duplicates and government documents. Five hundred leading magazines are found on the reading tables. The books and periodicals have been carefully selected, and from year to year there is increased interest in the library for reference and general-reading purposes. New books are regularly being added to meet the growing demands of the various departments. The library is open to students, faculty, and citizens alike, and trained librarians seek to make it of educational and cultural value to both the college and the community.

AUDITORIUM is a two-story brick building. The first floor includes the food preparation and serving area, and on the second floor is located the college auditorium.

AUDITORIUM-DRILL HALL-GYMNASIUM: This multi-use building is currently under construction and is scheduled for use during the 1959-60 college year. Within this structure ample space is provided for student assemblies and military and physical education instruction as well as those related activities, including competitive swimming.

ALUMNI HALL is the gift of alumni and other former students. It is the college gymnasium and contains the basketball court. The building is an important social center of the college; here are held the dances, informal socials, and other college functions.

THE INFIRMARY is a beautiful brick building. It contains attractive wards and private rooms as well as supporting areas.

QUARTERS FOR CADETS: The five units of the college provide quarters for 525 cadets. These are Band House, Barnes Hall, Company Barracks, Gaillard Hall, and Sanford Hall. The older of these have been modernized and all meet fire safety requirements.

RESIDENCE FOR WOMEN: Lewis Hall, the only residence hall for women, has the capacity for 226 students. It is completely modern and, in addition to bedrooms accommodating two students each, it includes areas for recreation and social life.

## COLLEGE EXPENSES

North Georgia College, as one of the senior units of the University System, furnishes four years of college training at THE LOWEST POSSIBLE COST. There is no charge for tuition, whereas matriculation, activity, and health fees are quite nominal. The college dining hall furnishes balanced and nourishing meals.

Personal expenses for both men and women may be kept as low as the individual students and parents wish; every condition favors economy.

Board, room rent, and fees are due and payable each quarter at registration. Any deviation from this plan of payment must be by special arrangement with the Comptroller. Books, uniforms, and gym clothing must be paid for at the time they are issued, which is usually prior to or immediately following registration. Checks and money orders should be made payable to North Georgia College.

Following is a complete table of all costs at North Georgia College. This has been prepared in such a manner that the average student can immediately determine his total costs. Special cases, such as out-of-state students, may find their costs by reading the detailed description of each charge which follows the general tabulation.

**ALL FEES, BOARD, ROOM RENT, AND OTHER CHARGES ARE SUBJECT TO CHANGE AT THE END OF ANY QUARTER.**

### SUMMARY OF COSTS 1959-60 and 1960-61

Regular Charges	Fall Quarter	Winter Quarter	Spring Quarter
	Charges Due Sept. 20, 1959 Sept. 18, 1960	Charges Due Jan. 4, 1960 Jan. 2, 1961	Charges Due Mar. 24, 1960 Mar. 22, 1961
Matriculation Fee .....	\$ 45.00	\$ 45.00	\$ 45.00
Health Fee .....	4.00	4.00	4.00
Activity Fee .....	8.00	8.00	8.00
Board .....	114.00	114.00	114.00
Room .....	60.00	60.00	60.00
Total Regular Charges .....	\$231.00	\$231.00	\$231.00

An Application Deposit of \$25.00 is required of all students with

## NORTH GEORGIA COLLEGE

application for admission, but is credited toward fee costs for the quarter. Breakage Deposit of \$15.00 is required of all students.

Other Costs (Includes sales tax):

Military Uniforms (Freshman Men) ..... \$220.00

Books and School Supplies, \$25.00 per quarter average.

Personal expenses vary widely, but can be held as low as desired.

<b>Special Charges</b>	<b>Amount</b>	<b>When Due</b>
Out-of-State Fee .....	\$100.00	Each Quarter
Graduation Fee .....	7.50	April 1 of Graduation Year
Transcript Fee .....	1.00	Each Copy over one
Unauthorized Class-cut Fee .....	2.00	Each Day Guilty
Special Make-up Examination Fee .....	2.00	Each as taken
Late Registration Fee .....	3.00	First day and \$1.00 each for the second and third days.

**Explanatory Notes**

Note No. 1

For some years now, North Georgia College has offered its patrons a special monthly payment plan for college fees, board, and room. This has proven quite helpful for many of our parents, and it will be continued on a slightly modified basis. In order to meet requirements of the Board of Regents that all expenses be pre-paid, our monthly payment plan will start on July 15 and run through March 15 rather than September through May. In this way expenses will be completely pre-paid at the beginning of each scholastic quarter. Parents wishing to use the monthly payment plan for the years 1959-60 and 1960-61 must start these payments on July 15, as indicated in the table below:

<b>Date</b>	<b>Amount</b>
July 15, .....	\$77.00
August 15, .....	77.00
September 15, .....	77.00
October 15, .....	77.00
November 15, .....	77.00
December 15, .....	77.00
January 15, .....	77.00
February 15, .....	77.00
March 15, .....	77.00

Note No. 2

Military and gymnasium uniforms, books, and supplies must be paid for at the time of issue.

Note No. 3

Students and parents are expected to take notice of due dates on all payments and to pay promptly without further notice or request. Students who enter in January or March and wish to pay monthly must start such payments in advance of registration so that three payments will have been made prior to registration.

## MATRICULATION, HEALTH, ACTIVITY FEES

All students pay the established Matriculation and Activity Fees, and all resident students pay the Health Fee. These fees cover all laboratory and other general fees of the college. Each student is entitled to admission to entertainments sponsored by the college and to glee club concerts, week-end movies, dramatic productions, and all athletic events. The Activity Fee also partially underwrites the Y.M.C.A., Y.W.C.A., and Religious Emphasis Week activities.

## BOARD AND ROOM

Board, room rent, and fees must be paid in advance at the beginning of each quarter or by a special monthly plan which is explained in Note No. 1 of the General Cost Summary. By order of the Board of Regents open accounts cannot be carried.

## COST OF BOOKS

The estimated cost shown for books is based upon the average experience. Cost of books after the initial purchase may be considerably reduced should the student wish to sell his used texts. These generally bring about two-thirds of the original price. Used books should not be purchased without first checking prices and editions in the bookstore.

## SPECIAL FEES

Since North Georgia College is a tax-supported institution, a special fee is charged to out-of-state students. The Certificate of Residence, required under the admission regulations on Page 11, determines out-of-state status.

The Graduation Fee covers the cost of the diploma and the rental of cap and gown. This fee is paid 60 days prior to graduation.

One transcript of college credits will be furnished without charge. A Transcript Fee of one dollar will be charged for any additional copy.

Certain Penalty Fees are necessary and are assessed for late registration, unauthorized absences from class, and special examinations. Details of these conditions will be found on Page 53 under the heading "Penalty Fees."

## APPLICATION DEPOSIT

### New Students:

The application deposit of \$25 is required of all new students with the application for entrance to North Georgia College and must be submitted at least twenty days prior to the date of registration. The application blank will be found on the last page of the catalogue. This is a reservation deposit to assure accommodations being available for each student. Rooms are reserved in the order in which the application and advance deposits are received. Since requests for rooms normally exceed accommodations, students are urged to forward applications as early as possible. At the time of registration the \$25 is credited on matriculation fees for the first quarter of attendance. Should attendance become impossible, the deposit will be refunded upon request, provided notification of cancellation is received prior to August 1 for fall quarter reservations, prior to December 1 for winter quarter reservations, and prior to March 1 for spring quarter reservations. If cancellation notification is not received prior to the dates above and the student fails to register for the quarter for which reservation has been made, the deposit is forfeited. Acceptance of an application deposit does not in any way imply qualification of the applicant or approval for admission to North Georgia College.

### Returning Students:

The application deposit for returning students is also \$25, of which \$15 has been paid as breakage deposit. This must be paid prior to the student's leaving the campus for the summer or for a period of one quarter or more. At registration, \$10 is credited toward matriculation fee cost for the next quarter of attendance. Should attendance become impossible, this deposit will be refunded to returning students, provided notification of cancellation is received by July 1 for the fall quarter or before leaving school at the end of any quarter while in attendance.

## BREAKAGE DEPOSIT

Since laboratory fees are not charged, a deposit of \$15 against breakage and damage to college property is required. Each student is responsible for his own room and its furnishings and also for all other items of college property such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptrol-

ler's Office. This deposit is paid at the time of the student's first registration at North Georgia College and is held throughout the student's enrollment period. The deposit is subject to reduction for unpaid charges and is returnable upon regular withdrawal or graduation. In case of irregular withdrawal, the deposit is forfeited. During the summer and during any other breaks in attendance, this deposit becomes a part of the \$25 application deposit and is subject to the same refund policy as the application deposit.

### Refunds

Formal withdrawal must begin with a written approval from the Commandant or Dean of Women. At the time this approval is granted, specific instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal with forfeiture of the breakage deposit.

In the case of formal withdrawal, refund of Matriculation Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled registration date, a refund of 80% of the Matriculation Fee paid for that quarter;
- (2) Between one and two weeks, 60%;
- (3) Between two and three weeks, 40%;
- (4) Between three and four weeks, 20%;
- (5) After four weeks, no refund.

No refund can be made on the Activity or Health fees.

In case of withdrawal, refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds in excess of \$25.00 are sent directly to parents or applied as credits to the student's account. Exceptions to this rule may be made in cases of students over 21 years of age paying their own expenses.

### RESIDENT STUDENT DEFINED

All students will be classified as resident students unless they live in home of parents or other close relative. All resident students will be required to live in the college dormitories and to take their meals in the College Dining Hall.

### GOVERNMENT ALLOWANCES

All students formally enrolled in military science classes at North Georgia College receive cash allowances to apply against purchase of the required uniform. This allowance is received directly from the Federal Government, and the amount is determined each year by the Department of the Army.

Advanced-course students now receive a monetary allowance of approximately \$27 per month in lieu of subsistence. This, together with uniform allowances, plus full-degree credit, makes advanced military science an attractive proposition. Veterans formally enrolled in R.O.T.C. classes are paid these government allowances in addition to their usual benefits under the G.I. bill. These uniform allowances for the full four years are usually sufficient to pay for the entire college uniform but are not available for initial purchases on basic uniforms.

Final settlement on uniform allowances cannot be made prior to the date a student withdraws from college; however, earned allowances are credited to the student's account and are available for purchase of additional uniform. All men are required to deposit the full amount necessary for uniforms and not depend on the uniform allowance for articles of basic uniform needs. Not only is this wise from the standpoint of uniform needs, but the amount of final settlement of uniform allowances on a cash basis depends upon this procedure or other proof of actual uniform purchase.

### MILITARY UNIFORMS

The distinguishing mark of a North Georgia College cadet is the college uniform, proudly worn at all times as a symbol of his chosen college.

Since civilian clothes are not worn, entering male students should bring to the college only the suits they wear. The use of the regulation college uniform

effects a decided economy in clothing costs, including, as it does, the major items of wardrobe expense except for black shoes, handkerchiefs, and underwear.

If the student takes reasonable care of his clothing, the Government uniform allowance is adequate to take care of his necessary clothing for the full four-year term.

All physically qualified male students, except those who transfer with Senior Class rank, will wear the prescribed college uniform, except that non-R.O.T.C. veterans may be permitted to wear an acceptable army uniform, provided their request to do so is approved by the Professor of Military Science and Tactics. The requirement of wearing the uniform does not apply to students transferring for summer work only or to teachers-in-service studying at the college.

### ARTICLES OF UNIFORM EQUIPMENT

The regulation uniform for fall, winter, and spring includes: one wool blouse, one wool classroom jacket, two pairs of wool trousers, one wool service cap with two cap covers, one pair of black wool gloves, one field jacket of drawstring type, four khaki trousers, four khaki shirts, one white shirt, one pair of white trousers with N.G.C. stripe, one field cap, three ties, one black web belt, three pairs of white gloves, one pair of black military boots, six pairs of black socks, cap and collar ornaments, one white scarf, two fatigue uniforms, a military topcoat, and a military raincoat.

A student entering for the first time in the spring or summer quarter is advised to purchase the entire uniform; however, if necessary, he will be permitted to delay purchase of the woolen articles until fall. The Federal Government furnishes one fatigue uniform and the field jacket, but the cadet must buy all other articles. This issue by the Federal Government enables the college to reduce the uniform cost to a minimum figure.

One pair of black shoes must be furnished extra by the cadet and may be purchased before coming to the college or ordered through the college after arrival. These may be plain toe, low-quarter shoes of conventional army type.

Informal shoes of the so-called "loafer" type are not acceptable.

### PURCHASE OF THE UNIFORM

Since the design and color of the North Georgia College uniform is a mark of distinction and pride, new students are advised to buy the uniform from the college canteen. Students should come to the college prepared to purchase the uniform at the time of entrance. Measurements are taken within five days after registration. The full price must be deposited with the Comptroller's Office, and any unused portion of this uniform deposit will be held for future purchases subject to refund on request from the parent any time after the first quarter closes.

Any article of uniform not purchased at the college canteen must be checked and approved by the assistant canteen manager under regulations provided by the Professor of Military Science and Tactics. (Articles presented for approval must be identical to articles sold by the college.) Acceptable uniform articles, as a rule, may not be purchased from other sources at as low a cost as provided here at the college.

### GYMNASIUM UNIFORMS

Freshman and sophomore men, and upperclassmen who elect to take the work, are required to wear gym uniforms for physical training classes—shorts, T-shirts, and rubber-soled gym shoes. Uniform shorts and T-shirts will be purchased at the Canteen. Cadets are advised to bring gym shoes from home, but they may be purchased after arrival through the college.

For use in physical education each young woman must provide herself with the regulation college gymnasium suit, tennis slippers or shoes, and white socks. Suits will be ordered through the College Canteen after measurements have been taken. Students are asked to furnish tennis shoes, if they can secure them; if not, shoes will be ordered through the Canteen. Students will furnish their own tennis rackets and balls. It would be well to bring extra gymnasium shorts, slacks, and a bathing suit.

### CANTEEN

The North Georgia College Students' Canteen, located on the ground level of the Academic Building, is operated

for the convenience of students and faculty. Here are sold soft drinks, sandwiches, other refreshments, and school supplies. In this area also is located a central TV lounge, uniform-sales area, and the bookstore and classroom supply sales area.

The John C. Sirmons Chapter of the Student N.E.A. manages a used-book exchange for the convenience of students.

The Business Administration Club sponsors and operates a used-uniform exchange.

There is provided in each dormitory a branch canteen operated by the students for their convenience during the evening hours when the main canteen is not open. Automatic soft-drink and milk machines are also provided in each dormitory.

The canteen also accommodates the college post office where mail is deposited and distributed. A box is available for each student and all students are assigned a box number regardless of their places of residence in Dahlonega. Each student is required to check his post-office box daily for communications from various departments of the college as well as for outside mail. The correct address will be: the student's name, N.G.C., Box —, Dahlonega, Georgia.

### ENTERTAINMENT OF GUESTS

Students may entertain guests in the dining hall by making previous arrangements with the dietitian. The charge is 75 cents for each meal.

### PERSONAL DEPOSITS

It is recommended that each student deposit personal funds in the local bank. For short-term deposits, the Comptroller's Office is prepared to handle the transaction for the student.

## LOAN FUNDS

### CHARLES McDONALD BROWN FUND

The purpose of the Charles McDonald Brown Loan Fund is to aid worthy young men who are unable to pay their way through college. The applicant must be at least eighteen years of age, in good health, and of proven intellectual ability. Students must reside in one of the following counties: Rabun, Habersham, Union, Towns, Fannin, Dawson, Murray, White, Lumpkin, Gilmer, Pickens, Cherokee, Forsyth, Stephens, Banks, Hall, Madison, and Hart in Georgia, and Oconee, Anderson, and Pickens in South Carolina.

All applications for a Brown Fund loan should be sent to the chairman of the committee, Mr. H. H. Gilbert, Jr., Dahlonega, Georgia.

### MOORE LOAN FUND

This fund was donated by Mr. John H. Moore of Dahlonega and formerly a trustee of the college. The purpose of the fund is to provide a limited number of students with that portion of their expenses which they are unable to furnish in cash. Preference is given the graduates of the local Lumpkin County High School. Loan notes bear 4% interest on unpaid balances from date of loan and must be endorsed by two responsible persons. Applications for aid from the Moore Fund should be made to Mr. H. H. Gilbert, Jr., Dahlonega, Georgia.

### PICKETT AND HATCHER EDUCATIONAL FUND

The late Mr. Claud A. Hatcher of Columbus, Georgia, created an educational loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Loans are available for students of all classes. Limitations prevent loans being granted to students of law, medicine, and for the ministry.

Applications and requests for additional information should be addressed to Pickett and Hatcher Educational

Fund, 215 First National Bank Building, Columbus, Georgia.

#### **SENIOR LOAN FUND**

Several senior classes have contributed to a fund to assist members of any current senior class. Loans bear no interest, but those aided usually make a contribution to the fund to help someone else.

#### **NATIONAL DEFENSE STUDENT LOAN FUND**

North Georgia College is participating in the National Defense Student Loan Fund as authorized by the National Defense Education Act of 1958. Since the general provisions of these loans have been widely publicized, they are not detailed here. Complete information may be secured from Mr. H. H. Gilbert, Jr., Chairman, Student Loan Committee.

## PERSONNEL SERVICES

### COUNSELING SERVICE

Although all members of the faculty serve as advisers of students, certain designated advisers are charged with specific counseling functions. Upon admission to college, each freshman is assigned to the Director of Guidance who serves as his counselor. Normally, this association is continued until the student chooses his field of concentration. The head of the department in which the student chooses to do major work then becomes his adviser.

A student may choose a field of concentration as a sophomore, but will be required to make such a choice before he registers as a junior. After a choice has been made, his program must bear the approval of the head of the department in which he majors and of the Dean. Changes in majors will be permitted only with the approval of the Dean and the heads of the departments involved.

The college seeks to have each individual become familiar with a wide range of information about himself, his interests, his abilities, and his plans or ambitions for the future. By means of a testing service, he is offered facilities which are helpful in discovering these interests and abilities. Information given by these tests will help the student to meet his personal, educational, and vocational problems.

### PLACEMENT SERVICE

Through its placement service the college assists seniors and alumni in securing positions best suited to their abilities and interests. The services of the placement office are available to all who desire guidance in vocational fields.

### CORRESPONDENCE COURSES

North Georgia College offers no Correspondence or Home-study Courses. Those who cannot enroll for residence work at the college should communicate with the Director, Division of General Extension, University System of Georgia, Athens, Georgia.

## **REGULATIONS COVERING ADMISSION OF STUDENTS TO INSTITUTIONS OF THE UNIVERSITY SYSTEM**

### **GENERAL STATEMENTS**

A person who wishes to enroll as a student in North Georgia College should request the Registrar of the College for application forms. The Registrar will furnish to the applicant an application blank and copies of certificates that must be filled out and signed by alumni of the College, certain public officials, and/or reputable citizens of the community in which the applicant resides. Instructions regarding the execution of the certificates will be furnished with the certificates.

An application cannot be considered until after the application blank and the certificates, have been properly executed and returned to the College. These papers, together with a transcript, the College Entrance Board Test scores, and the medical form, must be in the hands of the Registrar at least twenty days before the initial registration date for the quarter for which the applicant wishes to enroll.

The College reserves the right to refuse to accept applications at any time when it appears that students already accepted for the quarter for which the applicant wishes to enroll will fill the institution to its maximum capacity. The College also reserves the right to reject an applicant who is not a resident of the State of Georgia.

An applicant will be declared eligible for admission only upon satisfaction of the following requirements and compliance with the following conditions:

### **REQUIREMENTS AND CONDITIONS TO BE MET BY APPLICANT**

1. The applicant must be at least sixteen years old on or before the registration date and he must be of good moral character. The College shall have the right to examine and appraise the moral worth, character, physical fitness, and personality of the applicant. In order that this examination and appraisal may be made, the applicant shall furnish to the College such biographical information as the College may request.

2. The applicant must show that he meets at least one of the following requirements:

(a) That he is a graduate of an accredited high school.

- (b) That he has satisfactorily completed in an accredited high school at least sixteen units of work, as specified in Section 4 below.
- (c) That he possesses a State Department of Education Equivalency Certificate and/or acceptable scores on the equivalency examination.

3. If the applicant has attended a high school, the College will ask the principal of the high school to send directly to the College Director of Admissions a transcript of the applicant's high school record.

1. The required minimum of sixteen units of high school work must have been completed in the following fields:

English .....	1
Mathematics .....	2 (one must be in Algebra)
Social Studies .....	2
Natural Sciences .....	2
Other academic units..	1
Others .....	2

The College reserves the right to reject the credits from any high school or other institution notwithstanding its accredited status, where the College determines either from investigation or otherwise, that the quality of instruction available at such high school or institution is for any reason deficient or unsatisfactory.

Where there is a distinct division between the junior and senior division of the high school and when records are kept separately, the applicant must present twelve units from the senior division and in the following categories:

English .....	3
Mathematics .....	2 (one must be in Algebra)
Social Studies .....	1
Natural Sciences .....	1
Other academic units..	3
Other units .....	2

5. Applicants who qualify under No. 1 above must have a predicted grade point average which indicates that the applicant has the potential to pursue effectively the educational program at North Georgia College. The predicted point average is based upon the high school record, the College Entrance Board Test scores, and any other data determined by the Admissions Committee of the College.

6. Each applicant for admission must take the College Board Scholastic Aptitude Test and report on the scores made on the test should be filed with the Registrar at least twenty days before the initial registration date for the quarter for which the applicant wishes to enroll. The College Entrance Examination Board will send a report on the scores to any institution that the applicant may designate.

Information regarding this test will be sent by the Registrar's Office. It may be secured from the high school principal or guidance officer.

7. Each applicant shall be required to take any other tests that may be required by the regulations of the College. The Registrar will inform the applicant of any such tests that may be required and of the time and place at which they will be conducted.

8. Each applicant for admission will be required to take a physical examination before he or she is accepted as a student. The applicant's family physician will make this examination and report to the College. Forms for the examination and report will be furnished by the Registrar. An applicant's registration cannot be completed until a report on the physical examination is made available to the officials of the College.

9. An application for admission must be accompanied by a deposit of \$25.00. If the applicant is accepted, the deposit will be applied toward his matriculation fee for the first quarter of his attendance. If the applicant is not accepted as a student, the deposit will be refunded.

An applicant who, after applying, decides that he does not wish to enroll in the College may secure a refund of his deposit by requesting a refund as set forth under the section of this catalogue under the heading of Application Deposit.

## INSTITUTIONAL POLICIES REGARDING ADMISSION

1. When the application forms, College Entrance Board Scholastic Aptitude Test scores, and other required records of the applicant are found to be complete and in order, the applicant will be evaluated in terms of his scholastic test scores and grades and of his potential ability to pursue successfully the program of work that he wishes to take. The College will reject any applicant whose records and test scores do not show promise of success in the courses of

study for which the applicant wishes to enroll.

2. If it shall appear to the admission officers of any institution that the educational needs of an applicant to that institution can best be met at some other institution of the University System, they shall refer the applicant to another institution.

3. An applicant will be accepted only when he shows that, in addition to promise of scholastic success, he is of good moral character, that he possesses seriousness of purpose and a sense of social responsibility, and that he is qualified for growth and development in a college environment. The College reserves the right to reject any student who fails to show general fitness for college work.

A student rejected by one institution on grounds set forth in this paragraph will not ordinarily be accepted by any other institution in the System.

1. In order that the appraisal of a student's ability and fitness for college work may be as nearly accurate as possible, officials of the College will study carefully all information, including biographical data, that is submitted by the applicant. The officials of the College have found it desirable that each applicant be interviewed. Such an interview enables both the applicant and the College officials to discuss at length the applicant's preparation and suitability for admittance to the College. The Director of Admissions will notify the applicant of the time and place which the interview will be conducted.

The Director of Admissions may refer any application to the Admissions Committee of the College for study and advice. The ultimate decision as to whether an applicant shall be accepted or rejected shall be made by the Director of Admissions, subject to the applicant's right of appeal as provided in the by-laws of the institution and of the Board of Regents of the University System. The Registrar shall, as promptly as possible, inform the applicant of the action taken upon his application.

### TRANSFER STUDENTS

All regulations applicable to students entering college for the first time shall be applicable to students transferring from other colleges, with the following three exceptions:

1. A student transferring from another college need not ask his high school to send a transcript of his high school

work unless requested by the Registrar to do so. He shall, however, ask the Registrar of the College that he last attended to send a transcript to the Registrar of the college to which he wishes to transfer. An applicant will not be accepted unless the transcript shows honorable discharge from the college last attended.

2. A student transferring from another college must show that at some time he has taken the College Entrance Board's Scholastic Aptitude Test or that he has taken some other equivalent test approved by the college to which he seeks admission. Scores on such tests must be submitted to the College.

3. A student transferring from one institution of the University System to another institution of the System will ordinarily be required to take only such tests as the latter institution requires of its own students at corresponding levels of attainment.

4. The College reserves the right to deny admission to any student applying for transfer when, in the opinion of the Registrar, the academic standards or admissions procedures for the institution(s) previously attended are not comparable to those existing at North Georgia College.

5. When a transfer applicant's eligibility is in question, the Registrar, at his discretion, will refer the total application to the Admissions Committee for review and certain recommendations.

6. Acceptance or rejection of each and every application will be determined by the Director of Admissions, subject to the right of appeal as provided in the by-laws of the Board of Regents of the University System.

7. The amount of academic credit that will be allowed for work completed in another institution within a given period of time may not exceed the normal amount of credit that could have been earned at the College during the same time.

8. Courses transferred for credit from other institutions of higher learning must have an over-all average of "C". The College reserves the right to limit the amount of transfer credit accepted.

9. The total number of hours that may be earned toward a degree by either extension or correspondence courses, or both, shall not exceed forty quarter hours or eight academic courses completed on the college level. The College reserves

the right to restrict further the acceptance of the above mentioned type of credits.

10. Courses used as credits for a degree must have been completed within a period of ten years, beginning from the time the first credits were acquired until the time all requirements for the degree have been met.

REGULATIONS ON ADMINISTRATION OF THE AGE LIMIT LAW  
AS PASSED BY THE GENERAL ASSEMBLY  
IN THE 1959 SESSION

1. For the purpose of the Age Limit Law an applicant will be regarded as applying to be "admitted initially" to a college when he has not previously been enrolled as a student in that college or when it appears that, although he was once a student in the college, two years or more have elapsed since he left the college. Time spent in military service shall not be counted as a part of the two year period.

2. An applicant for admission to a senior college of the University System who meets all other admission requirements may be admitted, regardless of his age, when he shows that he has previously been a student in a junior college of the University System and that not more than two quarters have elapsed since the termination of his junior college work.

3. Any person engaged in instruction, in the supervision of instruction, or in the supervision of students in any public or private elementary or high school in the State of Georgia who meets all other admission requirements may be admitted to any college of the University System, regardless of his age, for the purpose of pursuing courses of study that will make him better qualified for the professional work that he is doing: Provided that he shall furnish the certificate of the Superintendent of the Public School System in which he is teaching, or in which the private school in which he is teaching is located, that the courses for which he applies are required, or are reasonably necessary to better qualify the applicant for teaching.

4. An applicant who, because of military service, was prevented from seeking admission to a college before reaching the age limits set in the Age Limit Law and who meets all other admission requirements may be admitted regardless of his age, provided: that no person shall be deemed to have been prohibited from making application for admission because of military service in the armed forces of the United States unless it shall appear that such applicant actually entered upon active duty in the military service within a period of six months after graduation from high school, or within six months after becoming eligible for admission to a graduate or professional school of the University System, nor unless such applicant files application for admission to the college, undergraduate, or graduate school he seeks to enter within six months after being released from active duty from the military service after a period of service which in no event shall be more than four years.

5. An applicant who meets all other prescribed admission requirements shall not be denied admission because of age when, in the

judgment of the admission officials of the college concerned, the applicant also meets the following conditions:

- (a) That applicant shows good intent and purpose in making application for admission.
- (b) That applicant displays a proper sense of social responsibility and a reasonable promise of favorable personality adjustment.
- (c) That applicant possesses such general fitness, including psychological factors, that his admission would seem to further the interests of himself and of the college to which he has applied.
- (d) That the ability and character of the applicant are such as to justify additional education at public expense: Provided, however, that an applicant for admission to a graduate school must, in the opinion of the officials of the institution, possess such academic and personal qualifications as to qualify him for appointment to the teaching or research staff of the institution, or as would qualify him for appointment to the teaching or research staff upon graduation.

In determining whether an applicant is entitled to admission under this paragraph, the admission officials of the College concerned shall consider whether or not the further education of the applicant at public expense will contribute to the overall economic welfare of the State. In so determining, the admitting authorities shall consider the need within the State for persons trained in the field in which the applicant desires further education, and the ability of the applicant to serve in such field, the nature of the applicant's employment or profession, and his relative standing in the high school or college from which he graduated, or which he last attended, as well as any other fact or circumstances which may illustrate the ability and fitness of the applicant.

6. The college to which an applicant seeks admission shall have the right to administer such tests and examinations, to conduct such personal interviews, and to require such information and evidence as may be necessary to enable it to determine whether the applicant comes within any of the exceptions of the Age Limit Law.

## ORIENTATION WEEK

The first week preceding classes in the Fall Quarter is known as "Orientation Week." All new students are expected to report on Sunday, on which day the dormitories are open to them for lunch. Their first appointment is at 8:00 p.m. on Sunday in the College Auditorium.

Sophomores and upperclassmen will not report until Wednesday. Registration of all students takes place on Thursday and Friday and class work begins on Saturday.

During Orientation Week new students are introduced to the college atmosphere, the buildings, and the library; they also become acquainted with the North Georgia ideals and purposes. During this period required placement tests are taken, and a special effort is made to select for each student a program suited to his needs and preparation. The faculty and selected upperclassmen assist the new students in making the best possible start in college life.

## PLACEMENT TESTS

During Freshman Week all freshmen are required to take general placement tests in English, reading, science, and mathematics. These tests aid the administration in its counseling service and expedite the placing of students in appropriate class sections. Any student without satisfactory excuse for not having taken any test will be charged \$2.00 for each make-up.

## ORIENTATION OF TRANSFER STUDENTS

Transfer students classified as freshmen are required to report to the college at the same time as do other new students. All features of the Orientation Program which apply to beginning freshman students, with the possible exception of placement tests, apply equally to new students who come to North Georgia College with an insufficient number of transfer credits to be officially classified as sophomores.

## UPON ARRIVAL AT THE COLLEGE

Upon arrival in Dahlonega students should report:

- (1) For room assignment—Young men to Commandant of Cadets in Band House; young women to the Dean of Women in Lewis Hall.
- (2) For payment of bills—To the Comptroller's Office in Price Memorial Building.
- (3) For the next meal—Dining hall, which is centrally located on the campus.
- (4) For the first appointment—To the Auditorium for the first convocation which all freshmen must attend, Sunday, 8:00 p.m.
- (5) Books should not be bought until after the student attends his first day of class work. Uniform deposits are left in the Comptroller's Office.

## ARTICLES BROUGHT FROM HOME

Dormitory rooms are furnished with single beds, mattresses, tables, chairs, and other necessary furniture, but each student must provide towels, a pillow, two pillow cases, four sheets, two blankets (for men, Army-type, olive drab), two laundry bags, bathrobe, and other personal articles. Special shoe requirements for cadets are explained on Page 35 under Articles of Uniform Equipment.

Should a cadet desire to ship packages, boxes, or trunks in advance of his arrival, they should be shipped prepaid by express or otherwise via Gainesville, Georgia, to Commandant of Cadets, North Georgia College, Dahlonega, Georgia. Young women may ship such packages to Dean of Women, Lewis Hall, North Georgia College, Dahlonega, Georgia. Names of owners should be printed or written on trunks, bags, or other packages in such a way that they will not be effaced in shipment. It is, of course, more satisfactory for the student to bring all such personal property at the time he or she comes to the college.

## ACADEMIC REGULATIONS

### COLLEGE HONOR

At North Georgia College a sense of self-respect, dependability, and high honor prevails. Hence, any degree of dishonesty in academic or military work, or the giving or receiving of unauthorized help in any quiz, test, or examination, is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

### CREDITS

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A subject that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in home economics and business administration carry credit value of one hour for each lecture period and one hour for each required laboratory period. For each hour of recitation, two hours of daily preparation are expected.

### GRADING SYSTEM

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

A	(90-100)	Excellent
B	(80- 89)	Good
C	(70- 79)	Average
D	(60- 69)	Barely passing
F	( 0- 59)	Failure. No credit unless course is repeated in class.
WP	(Withdrew Passing)	
WF	(Withdrew Failing)	
I	(Incomplete)	

"I" indicates the withholding of a grade because of prolonged illness or by the consent of the Registrar or Dean. "I" must be removed within six weeks; otherwise, it automatically becomes "F."

## QUALITY POINTS

Graduation depends upon quality of work done as well as quantity. One quarter hour is the credit given for the work of one hour per week through one quarter. The letter grades have the following values: "A"—three quality points per quarter hour; "B"—two; "C"—one. The grades of "D" and "F" carry no quality points.

For graduation every candidate for a degree must complete a minimum of 185 quarter hours of academic work with an equal number of quality points, or an average of "C." This is exclusive of Orientation, Basic Military Science, and Physical Education. The ratio of quality points to hours of credit cannot be less than one.

A grade of "D" represents work scarcely above failure and does not constitute acceptable credit. Indeed, a grade below "C" actually delays or prevents class promotion and graduation.

## CLASS MEMBERSHIP

Class membership is determined by the type of courses completed and by the hours of credit earned with at least an equal number of quality points. The minimum requirements for class membership are: Freshman, less than 40 hours; Sophomore, 40-84 hours of the basic curriculum; Junior, completion of at least 85 basic curriculum hours with an equal number of quality points; Senior, 132 hours or above.

## REPORTS

In general, grades below "C" represent work below average—poor, deficient, and unsatisfactory. In addition to the final report at the close of each quarter, students receive two reports on their class standings and such reports are also sent to parents. These reports—the first preliminary and the mid-term — should be regarded as friendly and informative and should serve as suggestive and invaluable guides to students and parents alike. At the close of each quarter, final reports are mailed to parents or guardians, provided all financial obligations to the college have been met.

## REQUIREMENTS FOR RESIDENCE

The following constitute the minimum scholastic conditions, exclusive of basic military science and required physical education, under which students can remain in the college. A student may, however, be dismissed for deficiencies in scholarship even though not automatically excluded under the provisions below indicated.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student who fails to earn at least 10 hours of credit shall be placed on probation for the following quarter. Probation shall continue until a normal load has been passed.

(3) While on academic probation, a student must earn at least 10 hours of credit, one-half of which shall carry a minimum grade of "C."

(4) Failure to earn at least 50% of the quality points necessary for a "C" average in a normal load during the three quarters of a college year will debar a student. In case a student's work has shown decided improvement in the last quarter, the application of this rule may be discretionary.

(5) Students who fail to meet the above regulations because of illness or because of an approved sub-normal load may receive such special consideration as their cases merit.

(6) Students dismissed for defective scholarship may apply for re-admission after an absence of one quarter.

## CLASS ATTENDANCE

(1) REGULAR CLASS ATTENDANCE IS REQUIRED. Absence from class or laboratory lowers grades and makes it more difficult to secure a passing average. In case of unsatisfactory scholarship for any cause, the instructor is at liberty to require conferences, expect addi-

tional preparation, or make further assignments as may seem necessary for the student's final success.

(2) There are no excused absences or cuts from class or chapel except those necessitated by trips of athletic teams, the band, the glee club, or debating clubs; illness certified by the physician, Commandant, or Dean of Women immediately upon the student's return to college; death or critical illness in the student's family; or permission secured in advance from the President or his representative. In every case the student is responsible to his instructors for the satisfactory make-up of all work missed.

(3) Unexcused absences may at any time cause the student to be placed on probation or asked to withdraw from college.

(4) Courses may not be "dropped." All schedule changes must be approved in advance by the Dean; the student will be held responsible for absences due to irregular change of schedule.

(5) Absences are reported daily to the Registrar, who notifies the Dean, the Commandant, and the Dean of Women. Each cadet is responsible to the Commandant for all absences, but in the application of the foregoing academic regulations governing absences, he is responsible also to the Dean and Registrar.

(6) Absences of the young women are excused only by the Dean of Women or the Dean of the college.

### WEEK-END VISITS

The college is regularly in session on Saturdays until 12:00 noon, exclusive of regularly scheduled holidays. Experience has shown that frequent visits home or elsewhere are distracting. Parents are, therefore, requested not only to discourage absence from college but to insist upon regular attendance and prompt return to the college when visiting permission is granted. Excessive absence from the campus may endanger academic progress.

### PENALTY FEES

Former students who enter after any established registration date pay a fee of \$3.00 for the first day late

and \$1.00 each for the second and third days, with no exception for any reason unless the student has been unable on account of illness to reach the college at registration periods. Such cases will be excused on doctor's certificate only.

The college calendar is definite as to all opening and closing dates and dates for final examinations. Permission for early departure or late return cannot be granted.

A student desiring to continue his college work, after being absent from any class, laboratory, or other exercise on the day immediately preceding or immediately following Thanksgiving Recess or any college holiday, shall pay a fee of \$2.00 for each day on which the absence occurs. Only illness of the student, certified by the attending physician, constitutes an acceptable excuse. The student may not re-enter classes until this special fee is paid. Indeed, early departure or late return constitutes "absence without leave," and it is often questionable whether such a student should be re-admitted.

A student who fails to complete his registration with both the Registrar and the Comptroller on the date specified is subject to the special fees outlined above.

Students failing to report for announced tests and examinations will be required to make up the work and pay a special fee of \$2.00, unless officially absent with leave as indicated on the Daily Bulletin.

### STUDENT WORK LOAD

The normal or average schedule of work, including orientation, is 16 credit hours for freshmen and 15 hours for sophomores, exclusive of basic military science and physical education. A freshman whose high-school transcript and college placement tests indicate defective preparation will be required to carry a reduced-credit schedule for the first quarter.

The normal schedule for juniors and seniors is 15 hours each quarter except one quarter in which 18 hours constitute the normal load.

Each student must schedule at least one-third of his work in the afternoon.

## WORK-LOAD VARIATIONS

Should a student wish to carry a schedule other than the normal load, written request may be filed for:

- (1) A minimum of 10 credit hours.
- (2) An increase of from one to three hours: (a) When advanced military science is taken or there is unusual difficulty in making up a practical schedule or when a satisfactory program demands it; (b) an academic average of "B" in at least a normal schedule of work during the preceding quarter.
- (3) In very exceptional cases, 21 hours: Sophomores or upperclassmen who (a) have been on the Honors List for at least the two successive quarters immediately preceding; (b) have earned an average of "A" on the work of the preceding quarter.
- (4) Seniors who can otherwise qualify for graduation and the degree may increase the schedule a total of 10 hours provided the extra hours are distributed over the last three quarters of residence.

In no case can a student receive credit in excess of 21 hours a quarter, exclusive of basic military science or physical education.

## REDUCTION OF CREDIT

After a student has earned 125 quarter hours of credit, the following applies to certain lower-division courses:

- (1) Only three quarter hours of credit may be earned in any one course.
- (2) The rule does not apply to students repeating courses, teachers-in-service, or transfer students.
- (3) The courses are:

Biology 101, 102  
Chemistry 100, 101  
English 101, 102, 201, 202  
History 101, 102, 204

Mathematics 111, 206  
Physics 120, 121  
Political Science 201  
Any Modern Language 101,  
102

## CHANGE OF CLASSIFICATION

Individual study programs are changed only by written permission from the Dean after approval by the student's adviser. Courses are not "dropped."

Unless for very exceptional reasons, all changes in study programs must be made during the first ten days of the quarter. Withdrawal from a course after the first four weeks results in a grade of "F" being entered on the permanent record.

## ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES

To be eligible for intercollegiate and off-campus extra-curricular activities, the student must pass during the preceding quarter, and with an average of "C", at least ten of the fifteen hours of the usual normal load. However, a student with at least one "C" and whose grades showed marked improvement for the last half of the preceding quarter, and who maintains an average of "C" beginning with the first grade period of the current quarter, may be declared eligible under probation. Such eligibility becomes effective only after first reports are established.

The special eligibility requirements for editor or business manager of student publications is an average of "C" for the preceding quarter. This applies both for appointment and for continued tenure.

## HONORS AND AWARDS

### HONORS LIST

Students who carry a normal and regular study schedule and who during any quarter establish a grade ratio of 2.0 with no grade below "C" and are satisfactory in basic military science and physical education are placed on the Honors List. The Honors List is published each quarter.

An Honors Day program is held during the Spring Quarter in recognition of those students who have made an average of "B" with no grade lower than "C" for the two preceding quarters.

### SCHOLASTIC HONOR BARS

As a recognition of substantial scholarship, Scholastic Honor Bars, as listed below, are awarded annually and will be presented at Commencement or other appropriate occasion to members of the various classes who remain on the Honors List for three consecutive quarters:

Red Bar to members of the Freshman Class

White Bar to members of the Sophomore Class

Blue Bar to members of the Junior Class

Gold Bar to members of the Senior Class

### SENIOR HONORS

Candidates for the degree, after four years at North Georgia College, may be graduated with special senior honors, provided the following grade ratios have been established: Grade ratio of 2.0—Cum Laude; grade ratio of 2.45—Magna Cum Laude; grade ratio of 2.9—Summa Cum Laude.

Transfer students, who have been in residence for at least the junior and senior year and have established the following grade ratios, may be graduated with senior honors: Grade ratio of 2.25—Cum Laude; grade ratio of 2.7—Magna Cum Laude.

### NU GAMMA SCHOLASTIC HONOR SOCIETY

Distinction of membership in this society is conferred upon certain students who rank in the highest ten per cent of their class in scholarship.

**ZETA PHI HISTORY HONOR SOCIETY**

Zeta Phi is the local chapter of Phi Alpha Theta, the National Honor Society in History. Students whose grades average above "B" in all history courses, whose grades average "B" or above in two-thirds of all other courses, and who rank in the upper 35% of the class may be elected to membership in this national scholarship fraternity.

**NU PI DRAMATIC HONOR SOCIETY**

Nu Pi is the local chapter of Alpha Psi Omega, a national honorary dramatic fraternity. The fraternity does not take the place of the regular dramatic club; but as students qualify by participation in various phases of dramatics, they are rewarded by election to membership in this society.

**AMERICAN HISTORY AWARD**

The American History Award is made each year in honor of the graduates and former students of North Georgia College who have served their country in the Armed Forces. This award is presented to the student who has the highest average in at least three American history courses of the upper division.

**CLARK MATHEMATICS MEDAL**

This medal was donated to the college about seventy years ago by the late Hon. Harlow Clark. It is annually awarded to the student who establishes the highest scholastic average in mathematics above Mathematics 105 and including Mathematics 345.

**HAWKINS CITIZENSHIP AWARD**

This award, in the form of a key, is given each year to a graduating senior, selected by the entire faculty, who has been outstanding in general campus citizenship. The senior's name is engraved on a plaque which remains with the college in honor of those who have been selected.

This award was made possible by H. E. Hawkins of the Class of 1933 as a token of his appreciation to the college faculty during the years of his attendance at North Georgia College.

**FORENSIC SENATE AWARD**

Each year the Forensic Senate awards a plaque to the student who is outstanding in written or oral communication. The award is open to students excelling in radio

work, dramatics, public speech, journalism, or research.

#### GOOD CONDUCT BARS

This bar is awarded to cadets at the end of their first year, based upon their compliance with regulations formulated by the Professor of Military Science and Tactics and the Commandant of Cadets.

#### PUBLIC SPEAKING AWARD

A cash award is annually awarded at Commencement to a student selected for excellence in public speech.

#### SILER SCHOLARSHIP PLAQUE

This award is presented annually to that student who has earned the highest quality-point ratio in his or her academic record while in residence at North Georgia College. The plaque is awarded with the provision that not less than 75 quarter hours have been earned in North Georgia College. In case of non-seniors, the Spring Quarter of the Commencement at which the award is made will be excluded.

#### WALL STREET JOURNAL ACHIEVEMENT AWARD

This award is presented annually to a student in business administration by the publishers of the *Wall Street Journal*. It consists of an achievement medal and one year's subscription to the *Wall Street Journal*. The basis of this award is interest and excellence in finance courses and the initiation of a personal achievement plan.

#### THE "Y" CUPS

The Memorial Committee of the North Georgia College Y.M.C.A. and Y.W.C.A. annually awards a Memorial Trophy to the cadet and coed whose campus influence has been outstanding. The basis of the awards is high scholastic average, interest in literary activities, general campus influence, and quality of religious leadership within both the college and the community.

## REQUIREMENTS FOR GRADUATION DEGREES

The college offers sequences of courses leading to two degrees, the Bachelor of Arts (A.B.) and the Bachelor of Science (B.S.).

### BASIC CURRICULUM

The requirements of the freshman and sophomore years total approximately 90 quarter hours, exclusive of orientation, basic military science (men), and physical education (women). This Basic Curriculum, with few modifications, is required of freshmen and sophomores, and the completion of at least 85 of these basic hours, with an equal number of quality points, is prerequisite to Junior Class standing.

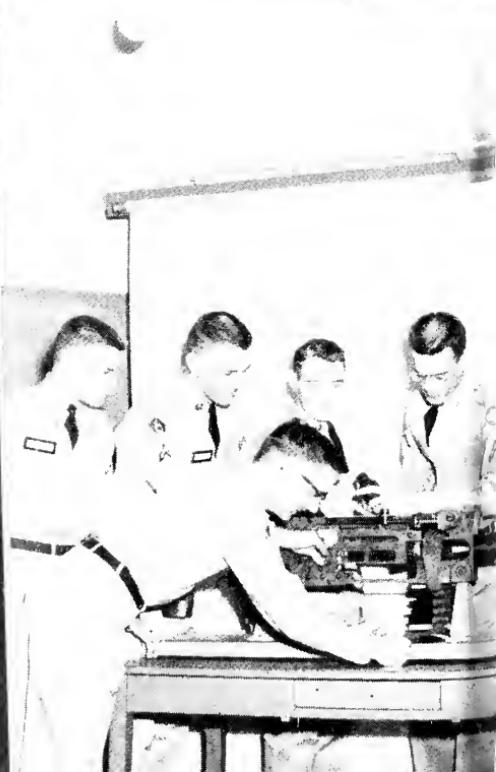
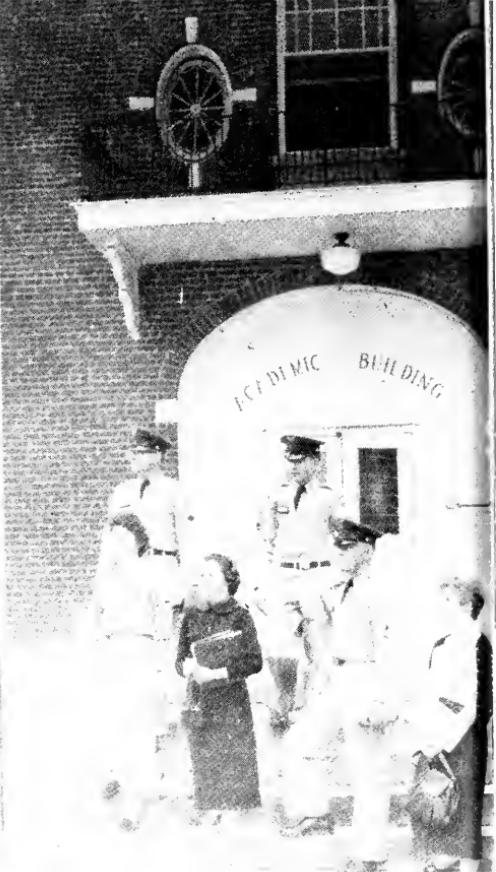
English .....	20 hours
Social Science .....	15 hours
Modern Language; until completion of degree requirements or specific requirements of degrees not requiring language .....	15-20 hours
Mathematics .....	10-5 hours
Science .....	15 hours
Approved Electives .....	10-15 hours
Total .....	90 hours

Language, where required for the degree, should be started not later than the beginning of the sophomore year. Any language exemptions earned through high school language credit or superior college work may be utilized for additional electives.

### MAJORS AND MINORS

Not later than the third quarter of his sophomore year, each student chooses a field of major study in which must be completed at least 50 hours. Within this field, under the direction of the department head, the student selects a departmental major of at least 30 hours and a





closely related departmental minor of at least 20 hours. In business administration and home economics the major and minor are in the same field.

Detailed information as to majors is given as a preliminary statement under the department or is contained in the outline of degree requirements. The specific courses constituting the "related minor" will be determined by conference with the major and minor department heads and approval by the Dean.

In general, the requirements of the basic curriculum do not count as major or minor hours.

The student must maintain a minimum average of "C" in his field of concentration and take at least one quarter of work, 15 hours, in his major subject during the senior year.

The concentration program, both required and elective courses, must be approved by the student's adviser and by the Dean. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval by the Dean. Such changes will usually not be permitted later than the third quarter of the junior year. The change will probably result in loss of credit required for the degree and may necessitate an additional quarter or more to meet the full outlined requirements of the proposed new program.

### MAJOR WORK AND THE DEGREE

Formal commencement is held one time per year and degrees are conferred on this occasion.

The Bachelor of Arts degree is conferred when major work is completed in English, History, French, Spanish, or Mathematics.

The Bachelor of Science degree is conferred when the major program is Biology, Chemistry, Physics, Mathematics, Business Administration, Secretarial Science, Home Economics, Education, Physical Education, or Psychology.

A standard three-year pre-medical program is offered, but the degree of Bachelor of Science may be conferred upon the completion of the fourth year of pre-medical work. The degree may also be awarded upon the full completion of the first year's work in a standard, approved school of medicine.

### CANDIDACY FOR THE DEGREE

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred all indebtedness to the college must be met and the published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student, and each candidate should check with the Registrar and also the Dean of the College his program for graduation three quarters before the date of graduation. A final checking with each official should be made at the beginning of the student's last quarter. Failure to meet these obligations will cause the student to assume responsibility in case of error or omission in his program.

### APPLICATION FOR DEGREE

Formal written application for the degree must be filed with the Registrar at least six months before the student expects to complete the full outlined degree requirements. Special blank forms for this application may be secured from the Registrar.

### REQUIREMENTS FOR THE DEGREE

For the Bachelor of Arts or the Bachelor of Science degree the student must complete the requirements of the Basic Curriculum of the freshman and sophomore years and all junior and senior prescribed courses, must fulfill the major and minor requirements, and offer sufficient approved elective courses to bring the total number of credit hours to at least 196. These hours include: Orientation, required of all freshmen (one hour); Basic Military Science and physical education (10 hours) re-

quired of freshman and sophomore men; and work in physical education required of freshman and sophomore women (10 hours).

As a part of the required 196 hours, all men must offer 18 hours in Advanced Military Science unless excused because of physical disability or, in the case of veterans or advanced transfer students, exemption has been requested and received.

If, because of physical disability or other reason, a student is excused from basic military science or physical education, a like number of academic hours must be substituted.

All seniors are required to write the Graduate Record Examinations.

A Georgia law requires that all candidates for the degree pass a written examination on the Constitution of the United States and the Constitution of Georgia unless exemption has been earned through credit in courses dealing with these constitutions. These examinations will be given February 19, 1960, and February 17, 1961. A series of lectures will be given in order to aid students preparing for the examination.

Courses numbered 300 and above constitute the normal junior and senior student program. Courses of lower number should not total more than 25 hours during the junior and senior years.

Unsatisfied required courses take precedence over elective courses.

Transfer students must complete a minimum of 45 hours in residence during their last three quarters.

Graduation depends upon quality of work done as well as quantity. Every candidate for the degree must complete at least 185 hours of academic work, exclusive of orientation, basic military science, and physical education. In these hours of academic work, 185 or more, each candidate for the degree must earn an equal number of

quality points. A minimum average of "C" must be maintained during the last three quarters, regardless of the number of quality points previously earned. Not more than twenty-five per cent of the credits offered for graduation may be of "D" grade.

No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred, and the diploma awarded. The graduation fee is \$7.50. Each candidate must be present at graduation unless excused in writing by the Dean.

## COURSE REQUIREMENTS FOR DEGREE

### BACHELOR OF ARTS DEGREE

#### GENERAL

English 101, 102, 201, 202.....	20 hours
Mathematics (Men) 111, 206 or 105, 111.....	10- 8 hours
Mathematics (Women) 111 or 105 .....	5- 3 hours
Modern Language .....	20 hours
Science .....	15 hours
Social Science 101, 102, 204 .....	15 hours
Philosophy 308 .....	5 hours
Political Science 201.....	5 hours
Psychology 201 .....	5 hours
Orientation .....	1 hour
Basic Military Science or Physical Education.....	10 hours
Departmental Major .....	30 hours
Departmental Minor .....	20 hours
Approved Electives (Men) .....	52-40 hours
Approved Electives (Women) .....	57-45 hours

Minimum total, including Advanced Military if required, 196 hours.

### BACHELOR OF SCIENCE DEGREE

#### General

English 101, 102, 201, 202.....	20 hours
Mathematics 111, 206 or 105, 111.....	10- 8 hours
*Modern Language .....	20 hours
Science .....	20 hours
Social Science 101, 102, 204 .....	15 hours
Philosophy 308 or American History.....	5 hours
Psychology 201 .....	5 hours
Orientation .....	1 hour
Basic Military Science or Physical Education.....	10 hours
Departmental Major .....	30 hours
Departmental Minor .....	20 hours
Approved electives .....	52-40 hours

Minimum total, including Advanced Military if required, 196 hours.

\*A Bachelor of Science student who has earned 30 quality points in one language may complete his Modern Language requirement with 10 hours in a second language.

## BACHELOR OF SCIENCE DEGREE

### Business Administration

English 101, 102, 201, 202.....	20 hours
Mathematics (Men) 111, 206 or 105, 111.....	10- 8 hours
Mathematics (Women) 111 or 105 .....	5- 3 hours
Political Science 201.....	5 hours
Science .....	15 hours
Modern Language .....	10-20 hours
Social Science 101, 102, 302 or 303.....	15 hours
Business Administration 160, 206, 207, 265, 266, 302, 340, 350, 360, 362, 420, 430, 460, 465, 480. 490 .....	80 hours
Orientation .....	1 hour
Basic Military Science or Physical Education .....	10 hours
Approved Electives (Men) .....	32-20 hours
Approved Electives (Women) .....	37-25 hours
Minimum total, including Advanced Military Science if required .....	196 hours

It is recognized from time to time that there are students with more highly specialized vocational interests. In these cases, upon the written recommendation of the Department Head, the Dean may permit the substitution of courses in the field of advanced accounting, business correspondence, consumer economics, and investments for an equal number of hours in modern language.

## BACHELOR OF SCIENCE DEGREE

### Secretarial Science

English 101, 102, 201, 202.....	20 hours
Mathematics (Men) 111, 206 or 105, 111.....	10- 8 hours
Mathematics (Women) 111 or 105.....	5- 3 hours
Political Science 201.....	5 hours
Psychology 201 .....	5 hours
Science .....	15 hours
Social Science 101, 102.....	10 hours
Business Administration 160, 206, 207, 265, 266, 302, 350, 362, 420, 460, 480.....	55 hours
Secretarial Science 320, 321, 322, 312, 314, 315, 416, 420, 424.....	36 hours
Orientation .....	1 hour
Basic Military Science or Physical Education.....	10 hours
Approved Electives .....	36-29 hours
Minimum total, including Advanced Military Science if required .....	196 hours

**BACHELOR OF SCIENCE DEGREE****Pre-Medical**

Under the Department of Biology is outlined a standard three-year pre-medical program, but since many schools of medicine require a college degree for admission, students of North Georgia College are given opportunity to complete a fourth year and receive the Bachelor of Science degree. Below is outlined the work of the first three years and also that of the fourth or senior year.

**THREE-YEAR PROGRAM**

English 101, 102, 201, 202.....	20 hours
French or German .....	15 hours
Mathematics 111, 206 or 105, 111.....	10- 8 hours
Psychology 201 .....	5 hours
Social Science 101, 102, 201 or 204 .....	15 hours
Chemistry 201, 202, 203, 204, 301, 302.....	30 hours
Physics 223, 224, 225.....	15 hours
Zoology 220, 321, 322, 401.....	21 hours
Botany 221 .....	5 hours
Orientation .....	1 hour
Basic Military Science or Physical Education.....	10 hours
Approved electives .....	20-10 hours

Advanced Military Science (men) to be taken during the third year.

**SENIOR PRE-MEDICAL YEAR**

A student having fully completed the Three-Year Pre-Medical program and who remains for the Senior Pre-Medical Year and the B.S. degree should complete a major in Chemistry or Biology, and take other advanced courses to give a schedule of at least 45 hours for the senior year. This schedule for men should include Advanced Military Science.

Minimum total, including Advanced Military Science if required, 196 hours

**BACHELOR OF SCIENCE DEGREE**  
**Home Economics**

English 101, 102, 201, 202.....	20 hours
Biology 220, 390 (and 5 hours to be selected from any science) .....	15 hours
Mathematics 111 or 105.....	5- 3 hours
Physics 120 .....	5 hours
Psychology 201 .....	5 hours

Social Science 101, 102, 204 .....	15 hours
Public Speaking 211.....	5 hours
Home Economics 202, 205, 222, 275, 293, 300, 304, 306, 323, 325, 411, 420, 445, 490.....	66 hours
Orientation .....	1 hour
Physical Education .....	10 hours
Approved electives .....	50 hours

Specified electives needed for certain curricula should be selected

as follows:

Home Service: Business Administration 330.

Secretarial Science 312, 314.

Textiles: Chemistry 101, 300.

Food: Bacteriology 324, Chemistry 101, 300.

Students who expect to teach should take as electives 30 hours in secondary education.

Minimum total, 196 hours.

## PROGRAMS OF TEACHER EDUCATION

The Four-Year Professional Teachers' Certificate is the standard credential for teaching in the state. This certificate is issued to persons who (1) complete a bachelor's-degree program, which is designed to serve the needs of teachers in a specific teaching field and has been approved by the State Department of Education, and (2) are recommended by the college whose approved program has been completed.

This institution has two approved programs: one leading to the B.S. Degree in Elementary Education; the other leading to the B.S. Degree in Middle-Grades Education. The first mentioned program enables students to qualify for the Four-Year Professional Elementary Teachers' Certificate, designed for teaching in grades One through Six. The latter program makes it possible for graduates to qualify for the Four-Year Professional Middle-Grades Certificate, designed for teachers in grades Seven through Nine.

Students wishing to obtain a Four-Year Professional Secondary Teachers' Certificate may complete three years' work at this institution. (See "Three-Year Program Leading Toward B.S. Degree in Secondary Education.") The fourth year should be completed at a college having an approved program for the preparation of high-school teachers in the subject matter area selected.

The Four-Year Professional Certificate is valid for five years.

Other graduates who have had sufficient work in a

teaching field and have completed at least one course in professional education may be issued the Provisional Teachers' Certificate. Those certificates are valid for one year and renewable upon the completion of two courses of additional study toward a higher certificate.

Students who have selected teaching as a career or in-service teachers working toward a bachelor's degree should confer with the Head of the Department of Education so that a suitable program of courses leading to the proper degree and certification in the desired field may be worked out. Likewise, individuals with certification problems are advised to confer with the Head of the Department of Education.

### SEPTEMBER FIELD EXPERIENCES

All Teacher-Education students are expected to participate in pre-apprentice teaching experiences in their local schools prior to the beginning of the fall quarters of the Junior and Senior years. Arrangements for these September field experiences are planned jointly by the staff of the Education Department, the student, and the local school concerned.

Local teachers who assist with the elementary-education program by serving as demonstration instructors are:

Donald F. Dean ..... Principal and Seventh Grade,  
Southside School

B.S., North Georgia College; M.S., Peabody College;  
further study, Columbia University.

Barbara Fossett ..... First Grade, Southside School  
B.S., Georgia Teachers College; M.S., Appalachian  
State Teachers College.

Sharley S. Griffin ..... Ninth Grade, Lumpkin  
County High School  
B.S., North Georgia College; further study, Uni-  
versity of Georgia.

Wanda Jones ..... Fourth Grade, Dahlonega  
Elementary School  
B.S. and A.B., North Georgia College; M.A., Uni-  
versity of Georgia.

Irene N. Maxwell ..... Eighth Grade, Lumpkin  
County High School  
B.S., North Georgia College; further study, Uni-  
versity of Georgia.

Marjorie S. Walker ..... Second Grade, Southside School  
B.S., North Georgia College; further study, Uni-  
versity of Georgia.

## BACHELOR OF SCIENCE DEGREE Elementary Education

Orientation .....	1 hour
Physical Education .....	10 hours
Composition and Rhetoric.....	10 hours
Humanities or Literature.....	10 hours
Natural Science—Basic .....	15 hours
Mathematics (Men) .....	8 hours
Mathematics (Women) .....	3 hours
Contemporary Civilization .....	10 hours
American Government or American History .....	5 hours
Contemporary Georgia .....	5 hours
Sociology or Economics .....	5 hours
General Psychology .....	5 hours
Child Development .....	5 hours
Consumer Problems .....	5 hours
Speech .....	5 hours
Specialized subjects, including at least three hours in each of the areas listed below .....	45 hours
A. <b>Art</b> —Art in Individual Development, Public School Art, and Handicrafts	
B. <b>Music</b> —Fundamentals of Music, Music for the Elementary Grades, and Music Appreciation	
C. <b>Language</b> —Children's Literature, and Language Arts for the Elementary Grades	
D. <b>Social Studies</b> —World Human Geography and Social Studies for the Elementary Grades	
E. <b>Health</b> —Health Education, Nutrition Education, and Physical Education for the Elementary Grades	
F. <b>Science</b> —Nature Study, Science for the Elementary Grades, and Conservation	
Introduction to Education .....	5 hours
Educational Psychology .....	5 hours
The Elementary Curriculum .....	5 hours
Materials and Methods for the Elementary Grades....	5 hours
Apprentice Teaching in the Elementary Grades.....	15 hours
Electives (Exclusive of advanced military science) .....	17-22 hours
Minimum total .....	196 hours

Education 431a (Apprentice Teaching in the Elementary Grades) is required of all pre-service trainees. Students who have had at least a year of teaching experience may, upon approval by the Head of the Education Department and the Dean, substitute Education 441a and

451a for this course.

### BACHELOR OF SCIENCE DEGREE Middle-Grades Education

Orientation .....	1 hour
Physical Education or Basic Military Science.....	10 hours
Composition and Rhetoric .....	10 hours
Humanities or Literature .....	10 hours
Natural Science—Basic .....	15 hours
Mathematics .....	8 hours
Contemporary Civilization .....	10 hours
American Government .....	5 hours
American History .....	5 hours
Contemporary Georgia .....	5 hours
Economics or Sociology .....	5 hours
General Psychology .....	5 hours
Psychology of Adolescence .....	5 hours
Consumer Problems .....	5 hours
Speech .....	5 hours
Specialized subjects, including at least three hours in each area mentioned below and ten hours of approved work from the fields of English, Social Science, Natural Science, Mathematics, and Physical Education .....	40 hours
A. <b>Art</b> —Art in Individual Development, Pub- lic School Art, and Handicrafts	
B. <b>Music</b> —Fundamentals of Music, Music for the Middle Grades, and Music Appreciation	
C. <b>Language</b> —Children's Literature and Lan- guage Arts for the Middle Grades	
D. <b>Social Studies</b> —World Human Geography, Economic Geography, and Social Studies for the Middle Grades	
E. <b>Health</b> —Health Education, Nutrition Edu- cation, and Physical Education for the Middle Grades	
F. <b>Science</b> —Conservation and Science for the Middle Grades	
Introduction to Education .....	5 hours
Educational Psychology .....	5 hours
The Middle-Grades Curriculum .....	5 hours
Materials and Methods for the Middle Grades.....	5 hours
Apprentice Teaching in the Middle Grades.....	15 hours
Electives (Exclusive of advanced military science) .....	17 hours
Minimum total .....	196 hours
Education 431b (Apprentice Teaching in the Middle	

Grades) is required of all pre-service trainees. Students who have had at least a year of teaching experience may, upon approval by the Head of the Education Department and the Dean, substitute Education 441b and 451b for this course.

### THREE-YEAR PROGRAM LEADING TOWARD BACHELOR OF SCIENCE DEGREE Secondary Education

Teachers wishing to teach at a senior-high-school level may complete three years of work in this institution. The fourth year must be completed at an institution having an approved program for the training of secondary teachers.

Orientation .....	1 hour
English 101, 102, 201, 202, 211.....	25 hours
Mathematics	
(a) Men—111, 206, or 105, 111.....	10- 8 hours
(b) Women—111 or 105.....	5- 3 hours
Science .....	15 hours
Social Science 101, 102, 201, 204.....	20 hours
Psychology 201, 302.....	10 hours
Economics, Geography or Sociology .....	5 hours
Art 305 .....	5 hours
Education 204, 305.....	10 hours
Other approved education courses.....	10 hours
Basic Military Science or Physical Education .....	10 hours
Teaching Major and/or Minor.....	25 hours

### BACHELOR OF SCIENCE DEGREE Physical Education

English 101, 102, 201, 202.....	20 hours
Biology 101, 102, 323, 390.....	20 hours
Mathematics (Men) 111, 206, or 105, 111.....	10- 8 hours
Mathematics (Women) 111 or 105.....	5- 3 hours
Psychology 201 .....	5 hours
Public Speaking 211.....	5 hours
Social Science 101, 102, 201, or 204.....	15 hours
Orientation .....	1 hour
Basic Military Science or Physical Education.....	10 hours
Physical Education Major .....	45 hours
Teaching Major .....	35 hours
Approved Electives (Men).....	32-30 hours
Approved Electives (Women).....	37-35 hours

Of these electives, 15 hours in education are recommended, and also chemistry or additional biology if the student's schedule permits.

Minimum total, including Advanced Military Science if required, 196 hours.

## DESCRIPTION OF COURSES

### GUIDANCE

100. ORIENTATION. 1 hour

Fall Quarter. Required of all freshmen.

A procedure will be followed in this course to: build up skills and proper attitudes in study habits in the various fields of study; give instruction in the use of the library, with emphasis on how to use the card catalogue and reference books and prepare a bibliography; acquaint the student with the aims, purposes, organization, and regulations of the college; provide a time in which to gather from the freshman information which is necessary for proper guidance.

## DEPARTMENT OF BIOLOGY

### MAJOR REQUIREMENTS:

A major in biology consists of 36 hours chosen from the following courses: Biology 220, 303, 320, 321, 322, 323, 324, 390, 400, 401, 402, 426, and Botany 221, 222, 343.

Human Biology 101-102 should be included in the Basic Curriculum.

101; 102. HUMAN BIOLOGY. 5; 5 hours

Biology 101: Fall, Winter, and Spring Quarters; Biology 102: Fall, Winter, and Spring Quarters. Lectures, laboratory demonstrations, conferences.

The aim of this course is to give the student some acquaintance with the vital phenomena in general and their application to the human organism. The first half will deal particularly with the problems of the individual. Its subject matter will include an introduction to the fundamental facts of biology, human anatomy, and physiology, and the maintenance of health in the individual. The second half will deal with problems of the racial life of man. In this phase of the course will be included studies of public health problems, reproduction, genetics and eugenics, and racial development.

220. GENERAL ZOOLOGY. 5 hours

Fall Quarter.

An introductory course, preceding other courses in the depart-

ment, in which the fundamental facts of the structure and activities of lower animals are stressed. The students will acquire technique of dissection and learn to use the microscope. Four lectures and two two-hour laboratory periods per week.

**303. NATURE STUDY. 5 hours**

Summer Term.

Lecture, laboratory, and field study of plants, animals, and other aspects of nature as they affect our everyday life. Designed especially for teachers.

**320. GENETICS. 5 hours**

Spring Quarter. Prerequisite: One basic course in biology. Not open to freshmen.

Elementary principles of heredity and their relationship to plants and animal breeding, with brief extension into human heredity. Five lecture hours and demonstrations per week.

**321. COMPARATIVE ANATOMY OF THE VERTEBRATES. 6 hours**

Winter Quarter. Prerequisite: Zoology 220.

A course especially for pre-medical students and biology majors who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory. Three lectures and two three-hour laboratory periods per week.

**322. ANATOMY OF THE CAT. 5 hours**

Spring Quarter. Prerequisite: Zoology 321.

The course is divided into osteology, myology, visceral anatomy, vascular and nervous system. Three lectures and two three-hour laboratory periods per week.

**323. HUMAN ANATOMY AND PHYSIOLOGY. 5 hours**

Fall Quarter. Prerequisites: Biology 101, 102 or Zoology 220, and one course in inorganic chemistry.

An advanced course in the general structure and function of the human body. Five lectures and one three-hour laboratory period per week.

**324. INTRODUCTORY BACTERIOLOGY. 6 hours**

Fall Quarter. Prerequisites: Two courses in chemistry and two courses in biology.

Introduction to bacteriological principles and technique will be given. The course is designed for students in home economics and for technicians and biology majors. Four lectures and two two-hour laboratory periods per week.

**390. HEALTH EDUCATION. 5 hours**

This is a study of the human body, plan and posture, individual development, body functions and systems, exercises and rest, conditioning and training, bathing, narcotics and drugs, work and recreation, sex and social hygiene, body resistance and immunity. A study is made of food, water, air and climate, sewage and garbage disposal, communicable diseases, vital statistics, and legal and social regulations pertaining to personal and community health.

**400. ANIMAL HISTOLOGY. 5 hours**

Winter Quarter. Prerequisite: Zoology 322.

A study of histological structure of organ systems in the higher vertebrate groups. Three lectures and two two-hour laboratory periods per week.

**401. GENERAL EMBRYOLOGY. 5 hours**

Spring Quarter, 1961. Prerequisites: Zoology 220 and 321.

A study of the germ cells and early development stages of vertebrates. Emphasis is placed on organogeny of the chick, pig, and man. Three lectures and two two-hour laboratory periods per week.

**402. ENTOMOLOGY. 5 hours**

Spring Quarter, 1960. Prerequisite: Zoology 220.

A study is made of the insects and related arthropods as they affect the public health and animal and plant industry. This course is planned for biology majors, especially those who may wish to go into public health work. Three lectures and two two-hour laboratory periods per week.

**426. TECHNICIAN COURSE. 5 hours**

Spring Quarter. Prerequisites: Bacteriology 324 and one course in chemistry.

The course includes a working knowledge of the following: Medical bacteriology, medical biology, parasitology, blood counts and blood typing, blood sugar and hemoglobin determination, sanitary surveys, preparation of temporary and permanent tissue mounts, and urinalysis. Three lectures and two two-hour laboratory periods per week.

**221-222. BOTANY. 5-5 hours**

Fall and Winter Quarters.

A survey of the plant kingdom with emphasis upon the economic plants. Botany 221 deals primarily with the structure and physiology of seed-bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction, and relationships. Four hours of lecture and five hours of laboratory per week.

**343. PLANT PHYSIOLOGY. 5 hours**

Spring Quarter. Prerequisites: Botany 221, 222.

A study of the various aspects of the physiological processes occurring in plants. Two lectures and three two-hour laboratory periods per week.

**DEPARTMENT OF BUSINESS ADMINISTRATION**

The Department of Business Administration offers a program of study that is designed to equip its students for beginning useful careers in business and industry at graduation and, at the same time, to instill a command of fundamentals upon which they may build for subsequent advancement to positions of responsibility.

In attempting to attain these objectives the curriculum for the B.S. degree with a major in business administration includes, in addition to basic courses in English, government, history, mathematics, and science, a well-integrated program of business administration courses including relatively specialized concentrations in accounting, distribution, and finance.

The curriculum for the B. S. degree with a major in secretarial science includes, in addition to basic courses in English, government, history, mathematics, psychology, and science, a comprehensive concentration in secretarial courses. It further includes a well-integrated sequence of general business courses.

**160. INTRODUCTION TO BUSINESS. 5 hours**

Spring Quarter.

This course is designed to assist students in making an intelligent choice of future careers and to provide an introductory view of the tasks of the business executive and the methods he employs in accomplishing these tasks. Forms of business organization, plant location, finance, production, administration of personnel, marketing, and other basic elements of business management are the major topics emphasized.

**206. PRINCIPLES OF ACCOUNTING. 5 hours**

Fall, Winter, and Spring Quarters.

An elementary course in the procedures and methods of maintaining accounting records and the preparation of accounting reports with emphasis on accounting for proprietorships. Recitation, three hours a week; laboratory, six hours.

**207. PRINCIPLES OF ACCOUNTING. 5 hours**

Fall, Winter, and Spring Quarters. Prerequisite: Business Administration 206.

A continuation of Business Administration 206 with emphasis on

payrolls, taxes, partnership and corporate accounting procedures, and on accounting methods for manufacturing activities. Recitation, three hours a week; laboratory, six hours.

**265. PRINCIPLES OF ECONOMICS. 5 hours**

Fall, Winter, and Spring Quarters.

This course provides a theoretical understanding of economic institutions and problems of the American capitalistic system. It concentrates on inflation and depression, family income and national income, wages, prices and profits, conditions that will lead to economic progress, and the efficient use of all our resources.

**266. PRINCIPLES OF ECONOMICS. 5 hours**

Fall, Winter, and Spring Quarters. Prerequisite: Business Administration 265.

A continuation of Business Administration 265 with emphasis on the problems of pricing the national productive output, pricing of the production factors, international trade and finance, and alternate economic systems.

**302. ECONOMIC GEOGRAPHY. 5 hours**

Spring Quarter.

A study of the effects of man's physical environment on his economic activity to develop a basis for a better understanding of world production in agriculture, forestry, mining, and manufacturing. Distribution of the world's physical features, mineral resources, soils, and climates are the major topics emphasized; while the economic geography of selected places in various parts of the world is considered in greater detail.

**330. CONSUMER ECONOMIC PROBLEMS. 5 hours**

Spring Quarter.

This course is designed for teachers as well as for those who desire a detailed study of consumer problems. The more important elements of consumer education are reviewed, including: consumers' goods, consumers' services, buying problems, consumer organization, problems of personal finance, and well-balanced spending programs.

**340. MATHEMATICS OF FINANCE. 5 hours**

Fall Quarter. Prerequisites: Business Administration 265 and Mathematics 105 or 206 and 111.

A study of simple and compound interest, simple discount, annui-

ties, amortization, sinking funds, valuation of bonds, life annuities and insurance.

**350. PRINCIPLES OF MARKETING. 5 hours**

Fall Quarter. Prerequisites: Business Administration 265 and 266.

A functional study of market organization designed to introduce the student to the major institutions and basic theory in the field of marketing. Different levels of marketing, organizations operating at each level and their functions, price policy, marketing cost, and relative efficiency of various marketing methods are the principal topics emphasized.

**360. STATISTICAL METHODS. 5 hours**

Winter Quarter. Prerequisites: Business Administration 265 and 266.

A course in statistical materials and methods with special reference to the economic applications of these methods. Topics covered will include: Collection, tabulation and presentation of data, sampling, theory, frequency distribution, averages, dispersion and skewness, index numbers, the analysis of time series, correlation methods, confidence limits, and test of significance.

**362. BUSINESS LAW. 5 hours**

Spring Quarter.

A study of contracts, sales, bailments, negotiable instruments, the law of employment, partnerships and corporations, and risk-bearing devices. Several digests of decided cases are studied with each topic to make the discussion of principles specific and meaningful. Reference is made to modern legislation affecting business and the employers.

**380. INTERMEDIATE ACCOUNTING. 5 hours**

Fall Quarter. Prerequisites: Business Administration 206 and 207.

An advanced study of detailed corporate accounting procedures and a study of the general procedures and practices that constitute acceptable accounting and reporting for all types of business organization.

**385. INCOME TAX ACCOUNTING. 5 hours**

Spring Quarter. Prerequisites: Business Administration 206 and 207.

A study of the state and federal income tax laws. The various types of returns are studied and emphasis is placed on the determination of income and legal deductions in order to determine taxable net income.

**390. ADVANCED ACCOUNTING. 5 hours**

Winter Quarter. Prerequisite: Business Administration 380.

A more advanced study of accounting procedures with attention given to the more difficult and specialized phases that arise in consignment, installment sales, insurance, larger organizations, foreign trade, estates and trusts, and liquidations.

**395. AUDITING. 5 hours**

(Alternate years). Prerequisites: Business Administration 206 and 207.

A course in the theory and practice of professional and general auditing. The student will gain the basis for the expression of a general opinion regarding the conformity with accepted accounting procedure of statements prepared by a corporation or other form of business. Auditing standards, internal control, government regulation, and formal report writing are other major topics emphasized.

**420. BUSINESS ORGANIZATION AND MANAGEMENT. 5 hours**

Fall Quarter. Prerequisites: Business Administration 265 and 266.

A functional study of management of manufacturing operations with major emphasis on organization theory, the physical features of the plant, quality control, time and motion study, production control, industrial safety, and industrial relations.

**426. COST ACCOUNTING. 5 hours**

(Alternate years). Prerequisites: Business Administration 206 and 207.

A study of the theory and practice of accounting for the costs of manufacturing and selling. The treatment of labor, material, and over-head costs in both job-order and process industries receives detailed consideration. Designed to develop an appreciation of the uses of cost information in the administration and control of business organizations.

**430. SALESMANSHIP. 5 hours**

Spring Quarter.

A study of scientific methods of salesmanship. Analysis of prospects, knowledge of merchandise and its uses, preparation of sales talks, methods of approach and securing attention and interest, methods of handling objections and closing sales, and the selecting and training of salesmen are the major topics emphasized.

**460. MONEY AND BANKING. 5 hours**

Fall and Winter Quarters. Prerequisites: Business Administration 265 and 266.

A study of monetary standards, supply and value of money, problems of inflation and deflation, currency system of the United States,

commercial banks and credit market, Federal Reserve System, international payments and the international monetary fund, exchange rates and control, International Bank for Reconstruction and Development, money and the interest rate, and monetary theory with special reference to the theories of Fisher and Keynes are the major topics.

**465. BUSINESS FINANCE. 5 hours**

Winter Quarter. Prerequisites: Business Administration 265, 266, and 340.

A study of the financial organization and management of business; types of securities and their uses; problems of capitalization; promotion; the underwriting syndicate; securing new capital; sinking funds and refunding operations; methods of consolidation; causes of failure; and receivership and reorganizations.

**470. INVESTMENTS. 5 hours**

Fall Quarter. Prerequisites: Business Administration 265 and 266.

The purpose of the course is to provide training in the formulation of investment programs and the determination of policy adapted to the student's individual needs. The principal topics studied include sources of information for the investor, types of securities, security markets and their operation, movement of security prices, types of industries and their characteristics, analysis of financial statements, and investment principles and safeguards.

**480. RETAILING. 5 hours**

Winter Quarter. Prerequisites: Business Administration 265 and 266.

A study of the policies, procedures, and problems of the various types of retailing institutions. The major topics considered include the selection of a location, organization of retail establishments, merchandising policies, retailing services, and the selection, training, and management of personnel.

**490. LABOR PROBLEMS. 5 hours**

Winter Quarter. Prerequisites: Business Administration 265 and 266.

A study of the origin of the labor problem, labor's grievances, unemployment, wages, hours, accidents and disease, labor's organization and economic and political program, employers' effort to combat unionism and to meet labor's grievances, and government and legislation.

**COURSES IN SECRETARIAL SCIENCE****312. BEGINNING TYPEWRITING.** 2 hours**Fall Quarter.**

A practical course in typewriting with emphasis on the technique of machine operation, speed, accuracy, and continuity of movement. Introduction to business-letter forms.

**314. INTERMEDIATE TYPEWRITING.** 2 hours**Winter Quarter.** Prerequisite: Secretarial Science 312.

A continuation of Secretarial Science 312. Further study of the theory and techniques of typewriting, including a thorough study of business-letter forms, tabulated material and manuscripts. A speed of 45 words a minute is required.

**315. ADVANCED TYPEWRITING.** 2 hours**Spring Quarter.** Prerequisite: Secretarial Science 314.

A continuation of Secretarial Science 314. Emphasis on the development of speed and accuracy sufficient for vocational use. A speed of 60 words a minute is required. Open for credit to secretarial students only.

**320. BEGINNING SHORTHAND.** 5 hours**Fall Quarter.**

The theory of Gregg Shorthand with sufficient practice to develop skill in taking dictation at a speed of 60 words a minute. Secretarial duties and traits are given some consideration. Personal use as well as vocational values emphasized. Credit not given until Secretarial Science 321 is completed.

**321. INTERMEDIATE SHORTHAND.** 5 hours**Winter Quarter.** Prerequisite: Secretarial Science 320.

A continuation of Secretarial Science 320. Sufficient practice to develop skill in taking dictation at a speed of 80 words a minute.

**322. ADVANCED SHORTHAND.** 5 hours**Spring Quarter.** Prerequisite: Secretarial Science 321.

A continuation of Secretarial Science 321. Rapid dictation and transcription. A dictation speed of 100 words a minute required.

**416. BUSINESS CORRESPONDENCE.** 5 hours**Fall Quarter.** Prerequisites: English 101 and 102.

Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, and application letters and business reports.

**420. AN INTRODUCTORY COURSE COVERING VARIOUS TYPES OF MACHINES AND THEIR USES.**

**5 hours**

Spring Quarter. Prerequisites: Secretarial Science 315 and 322.

Students receive instruction and do individual work on each of the following machines: adding, calculating, transcribing (Ediphone and Dictaphone), recording, posting, billing, and mimeograph machines, and other machines in common use in the modern business office.

**424. ADVANCED SECRETARIAL PRACTICE.** 5 hours

Winter Quarter. Prerequisites: Secretarial Science 315 and 322.

This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Various activities of the modern office will be observed with special emphasis placed on the principles, procedures, and systems of filing with sufficient practice with laboratory sets to develop facility and skill.

## DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers work leading to the profession of Chemistry. It also offers pre-professional courses for Home Economics, Medicine, Dentistry, Engineering, Agriculture, and other fields.

### The Professional Curriculum

If a student pursues the professional curriculum, it is presumed that the student wishes to become a professional chemist. The chemistry courses which should be taken are: 201, 202, 203, 204, 205, 301, 302, 303, 304, 401, 402, 403, 405, 406. A student should also take mathematics 111, 206, 222, 345, 346 and 347. The physics requirements are 223, 224, and 225. A student can complete minor requirements by taking one more mathematics course or physics course. The student is urged to take one or more laboratory courses in biology. The required foreign language is German. A student following the professional curriculum should maintain a "B" average at least in the last two years, and if he does not do so, he may be asked to discontinue this program. After finishing his B.S. degree with a major in chemistry the student is urged to secure the M.S. or Ph.D. degree at some institution of higher learning in preparation for his career in chemical industry or research.

## The Nonprofessional Curriculum

This curriculum is designed for those students who wish to study chemistry but who will probably not follow chemistry as a profession. Such students might be pre-medical, pre-engineering, army career, laboratory technician, high school teaching, or other students. The chemistry courses which should be taken are: 201, 202, 203, 204, 301, and 302. One to three additional courses would be desirable. A student must also take Mathematics 111 and 206, Physics 121, and Biology 220. For the nonprofessional curriculum any foreign language is acceptable. By taking one or two summers of additional work the student could complete the professional curriculum.

### A Minor in Chemistry

A minor in chemistry consists of chemistry 201, 202, 203, and 300 or 204. Any departure from these four courses must be by the consent of both the major and minor professors.

#### 100; 101. INTRODUCTION TO CHEMISTRY. 5; 5 hours

Fall, Winter, and Spring Quarters.

A course surveying chemistry in two quarters for non-science majors. They will cover the applications of chemistry in everyday living. Scientific thinking, the philosophy of science, and the methods of the scientist will be touched on. Topics such as the concept of matter, the concept of energy, the fundamental structure of matter, the divisions of chemistry, and the application of chemistry will be discussed.

#### 201-202, 203. GENERAL CHEMISTRY AND QUALITATIVE ANALYSIS. 5-5, 5 hours

These three courses constitute the usual year's work in beginning college chemistry.

Chemistry 201—Fall quarter. Four hours' lecture and one three-hour laboratory period per week.

Chemistry 202—Winter Quarter. Four hours' lecture and one three-hour laboratory period per week.

Chemistry 203—Spring Quarter. Three hours' lecture and two three-hour laboratory periods per week. The laboratory work of this course consists of qualitative analysis.

Credit will not be given for 201 unless 202 is satisfactorily completed. However, all three courses must be taken if a student continues in chemistry.

**204, 205. QUANTITATIVE ANALYSIS. 5-5 hours**

Fall and Winter Quarters. Chemistry 205 will be offered on alternate years if demand is not sufficient.

These courses include gravimetric, volumetric and electrometric methods. Two hours' lecture and nine hours' laboratory work per week.

**300. ORGANIC CHEMISTRY—Brief Course. 6 hours**

Spring Quarter.

A short course in Organic Chemistry. Five lectures and one four hour laboratory period per week.

**301, 302, 303. ORGANIC CHEMISTRY 5-5-5 hours**

Fall, Winter, and Spring Quarters.

Four hours' lecture and one four-hour laboratory period per week.

**304. QUALITATIVE ORGANIC ANALYSIS. 5 hours**

Fall Quarter.

Three hours' lecture and six hours' laboratory work per week.

**305. INORGANIC CHEMISTRY AND INORGANIC PREPARATIONS. 5 hours**

Spring Quarter.

An extension of the study of inorganic chemistry begun in General Chemistry and Qualitative Analysis. The presentation is based on the periodic table, and such matters as the atomic structure of the elements, nature of the chemical bond, crystal systems and atomic configurations are discussed. Three hours' lecture and two three-hour laboratory periods per week.

**400. PHYSICAL CHEMISTRY—Brief Course. 5 hours**

Fall Quarter.

Four hours' lecture and one three-hour laboratory period per week. This course does not require calculus and should appeal to pre-medical students. This is the only additional course needed by pre-medical students to complete the nonprofessional major.

**401, 402, 403 PHYSICAL CHEMISTRY. 5-5-5 hours**

Fall, Winter, and Spring Quarters. Prerequisites: Chemistry 204, 301, and 302; three quarters of general physics; two quarters of calculus.

A professional course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical equilibrium, theory of

ionization, electrochemistry, chemical kinetics and catalysis, colloids, and the phase rule are discussed. The laboratory work is integrated with the course work, and some familiarity with recent physiochemical techniques will be acquired. Four hours' lecture and one or two three-hour laboratory periods each week.

**405. INSTRUMENTAL ANALYSIS. 5 hours**  
Spring Quarter.

This course involves a study of chemical analysis with the use of instruments. The instruments included are the refractometer, polarimeter, titrimeter, pH meter, polarograph, colorimeter, spectrophotometer and the spectrograph. Three hours' lecture and six hours' laboratory per week.

**406 a, b, c. INTRODUCTION TO CHEMICAL RESEARCH 6 hours**

This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree or for the research work for an advanced degree. It will consist of one or two lectures of conference hours per week throughout the senior year (9 months), together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week. The subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors and analysis of experimental data, and report writing. Reference will also be made to specialized research techniques. The laboratory work of the first quarter will consist of exercise in glass-blowing, the construction of glass equipment, and the attainment of high vacua. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report.

**DEPARTMENT OF EDUCATION AND PSYCHOLOGY**  
**Courses in Education**

**204. INTRODUCTION TO EDUCATION. 5 hours**  
Fall and Spring Quarters. Prerequisite to other education courses.

The primary purpose of this course is to furnish guidance to prospective teachers. Teaching as a profession will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality. An overview of the American

public-school system will be presented. A minimum of one hour weekly will be spent observing a demonstration teacher.

**305. EDUCATIONAL PSYCHOLOGY. 5 hours**

**Winter Quarter and Summer Term.**

Emphasis on learning: its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.

**311a. ELEMENTARY SCHOOL CURRICULUM. 5 hours**

**Fall Quarter and Summer Term.**

This course deals with the organization and administration of the curriculum in the elementary school. It is designed to help teachers better understand the modern elementary school. Objectives and content of the curriculum are discussed from the standpoint of teaching. Directed observation in selected schools is required. Class, including laboratory experiences, meets ten hours each week.

**311b. MIDDLE-GRADES CURRICULUM. 5 hours**

**Fall Quarter and Summer Term.**

This course deals with the organization and administration of the curriculum for the middle grades. Consideration will be given to problems in planning for and executing appropriate learning experiences for the children of the middle grades. Directed observation in selected schools is required. Class, including laboratory experiences, meets ten hours each week.

**401. AUDIO-VISUAL EDUCATION. 5 hours**

**(On Demand).**

It is intended that both beginning and experienced teachers will increase their efficiency in the use of such instructional aids as specimens, models, photographs, drawings, cartoons, charts, graphs and maps as well as in the use of such equipment as the phonograph, tape recorder, radio, television, and projectors of various types (including motion pictures). The psychological principles underlying the use of these materials will be discussed. Some laboratory work will be included.

**402. PROBLEMS OF RURAL EDUCATION. 5 hours**

**(On Demand).**

Problems peculiar to rural schools will be studied.

**403. PROBLEMS IN EDUCATIONAL PSYCHOLOGY**

5 hours

## (On Demand)

Students will have an opportunity to work in small groups or alone on such problems as grouping for individual differences, measurement of mental ability, providing for mental health of pupils, or other pertinent matters.

**404. PROBLEMS IN CURRICULUM AND METHODS**

5 hours

## (On Demand)

Students will study problems pertaining to selecting and organizing subject matter, providing materials, adapting instructional procedures to groups of varying ability levels, using audio-visual aids or related matters. Opportunity will be given to work in small groups or alone.

**416. EDUCATIONAL MEASUREMENTS AND EVALUATION.**

5 hours

Spring Quarter. Prerequisites: Three courses in education or psychology, or an approved equivalent.

Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality. Each student will do laboratory work in his field of interest. How such devices can be utilized to evaluate and improve instruction will be emphasized.

**417. MENTAL HYGIENE.**

5 hours

See Courses in Psychology.

**421a. MATERIALS AND METHODS IN THE ELEMENTARY SCHOOL.**

5 hours

## Fall Quarter.

Basic techniques involved in the effective guidance of the learning of children in the elementary school, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory experiences, meets ten hours each week.

**421b. MATERIALS AND METHODS IN THE MIDDLE GRADES.**

5 hours

## Fall Quarter.

Basic techniques involved in the effective guidance of learners in the middle grades, as well as the various instructional materials

adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory experiences, meets ten hours each week.

**431a. APPRENTICE TEACHING IN THE ELEMENTARY SCHOOL. 15 hours**

Winter Quarter. Prerequisite: Scholastic standing of at least "C."

(Students wishing to enroll in this course should make application to do so at least one quarter in advance.)

Observation and participation in teaching in a selected elementary school throughout the school day. Gradual induction into the situation with increasing responsibility for full-time teaching role. One conference per week with college coordinator during quarter, to be followed by at least twelve hours of conference during the last week of the quarter.

**431b. APPRENTICE TEACHING IN THE MIDDLE GRADES. 15 hours**

Winter Quarter. Prerequisite: Scholastic standing of at least "C."

(Students wishing to enroll in this course should make application to do so at least one quarter in advance.)

Observation and participation in teaching in the seventh, eighth, or ninth grade of a selected school throughout the school day. Gradual induction into the situation with increasing responsibility for full-time teaching role. One conference per week with college coordinator during quarter, to be followed by at least twelve hours of conference during the last week of the quarter.

**441a. WORKSHOP FOR ELEMENTARY TEACHERS. 10 hours**

Summer Term—First Session. Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service elementary teachers with an opportunity to work on instructional problems.

**441b. WORKSHOP FOR MIDDLE-GRADES TEACHERS. 10 hours**

Summer Term—First Session. Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service middle-grades teachers with an opportunity to work on instructional problems.

**451a. ADVANCED WORKSHOP FOR ELEMENTARY TEACHERS. 5 hours**

Summer Term—First Session. Prerequisite (toward degree requirements only) : Education 441a or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of elementary teachers. The remainder of the day may be spent in a specialized course offered by the workshop staff.

**451b. ADVANCED WORKSHOP FOR MIDDLE-GRADES TEACHERS. 5 hours**

Summer Term—First Session. Prerequisite (toward degree requirements only) : Education 441b or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of middle-grades teachers. The remainder of the day may be spent in a specialized course offered by the workshop staff.

### Courses in Psychology

The major in psychology consists of 30 hours beyond Psychology 201.

**201. GENERAL PSYCHOLOGY. 5 hours**

Each Quarter. Prerequisite to all other psychology courses.

A study of human behavior, including motivation, emotions, learning, individual differences, and the development of personality. A general survey of the field of psychology.

**301. CHILD DEVELOPMENT. 5 hours**

Spring Quarter and Summer Term.

A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Observation of children in a public school required two hours weekly.

**302. PSYCHOLOGY OF ADOLESCENCE. 5 hours****Fall Quarter.**

A study of the development of the human being from puberty through adolescence with emphasis upon general life problems facing youth during this period. Investigations will be made into ways and means of helping youth to make proper adjustments to these problems.

**305. EDUCATIONAL PSYCHOLOGY. 5 hours****Winter Quarter and Summer Term.**

See Courses in Education.

**313. APPLIED PSYCHOLOGY. 5 hours****Spring Quarter.**

A study of the relation of psychology to business and industry; motivation and training of employees, advertising, salesmanship, employment and personnel procedures. Some attention will be given to the relationship of psychology to such fields as journalism, medicine and law.

**315. SOCIAL PSYCHOLOGY. 5 hours****Winter Quarters, 1960 and 1962.**

A study of human relationships as applied to social activities, language, customs, propaganda, pressure groups, leadership and crowds.

**416. EDUCATIONAL MEASUREMENTS AND EVALUATION. 5 hours**

See Courses in Education.

**417. MENTAL HYGIENE. 5 hours****Winter Quarter, 1961.**

A study of the more general factors which influence mental efficiency; the significance and importance of mental hygiene in modern life. Personal, family, vocational, and social problems as they are related to mental health will be discussed.

**Specialized Courses for Elementary and  
Middle-Grades Teachers**

**Art****203. ART IN INDIVIDUAL DEVELOPMENT. 3 hours**  
**Summer Term.**

This course stresses the importance of art in the development of

the pupil. Activities designed to improve esthetic tastes will be studied. An experimental acquaintance with some of the more important principles and materials of creative art expression will be provided.

**205. PUBLIC SCHOOL ART.** 3 hours

Summer Term.

A study of the place of art in the school program. Understanding and evaluation of child art is considered. An insight into the principles of art is developed through laboratory practice in painting, drawing, design, simple lettering, color study, clay modeling, finer paintings, and poster making.

**305. HANDICRAFTS.** 3 hours

Summer Term.

A continuation of Public School Art with emphasis on principles of art as applied to constructive design in paper, clay, metal, fabrics, and wood. Emphasis is given to crafts suitable for leisure-time activities.

Health

**HEALTH EDUCATION (Biology 390).** 5 hours

See Page 75.

**NUTRITION EDUCATION (Home Economics 305).** 5 hours

See Page 97.

**420a. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL.** 3 hours

See Page 112.

**420b. PHYSICAL EDUCATION FOR THE MIDDLE GRADES** 3 hours

See Page 112.

Language Arts

**308. CHILDREN'S LITERATURE.** 4 hours

Fall Quarter and Summer Term.

The reading and evaluation of books for children. Discussed in the course are sources of information about children's books, children's interests in reading, the work of important authors and illustrators, and problems in the guidance of reading.

**320a LANGUAGE ARTS FOR THE ELEMENTARY GRADES.** 3 hours**Spring Quarter, 1961.**

This course provides for individual diagnosis and correction of problems in the student's handwriting, spelling, oral and written expression. Consideration is given to the study of appropriate techniques and materials for the teaching of reading, handwriting, spelling, and oral and written expression in the elementary school.

**320b. LANGUAGE ARTS FOR THE MIDDLE GRADES.** 3 hours**Spring Quarter, 1961.**

Individual diagnosis and correction of problems in handwriting, spelling, oral and written expression of the student is provided. Consideration is given to the study of suitable techniques and materials for the teaching of reading, spelling, and oral and written expression in the middle grades.

**Mathematics****107. COLLEGE ARITHMETIC.** 5 hours**Winter Quarter and Summer Term.**

A comprehensive study of the foundations and developments of grammar-school arithmetic designed to provide elementary teachers functional competence and a thorough understanding of the processes of arithmetic with an introduction to algebra and plane geometry.

Not admissible as credit toward a major in mathematics, a teaching major, or a teaching minor.

**Music****206. FUNDAMENTALS OF MUSIC.** 3 hours**Winter and Spring Quarters.**

This course is designed to provide experiences in the fundamental aspects of music: rhythm, singing, playing an instrument, listening, reading, and notation.

**209a. MUSIC APPRECIATION.** 3 hours**See Page 98.****306a. MUSIC FOR THE ELEMENTARY GRADES** 3 hours**Spring Quarter and Summer Term, 1960 and 1962.**

A course designed to develop in teachers an understanding of

child growth through music. Materials, methods, and problems pertaining to the teaching of music in the elementary school are studied.

**306b. MUSIC FOR THE MIDDLE GRADES. 3 hours**

Spring Quarter and Summer Term, 1960 and 1962.

A study of materials and methods appropriate for the middle grades, with emphasis on the child voice, choral work, and the development of appreciation.

**Science**

**NATURE STUDY. (Biology 303) 5 hours**

See Page 71.

**304a. SCIENCE FOR THE ELEMENTARY SCHOOL. 3 hours**

Summer Term.

A course dealing with the everyday aspects of physics, chemistry, biology, and astronomy as they might need to be explained by the elementary teacher with little other specific training in science. The work will include many demonstrations and simple experiments that can be performed with everyday materials that will be available in the average elementary school and home situation.

**304b. SCIENCE FOR THE MIDDLE GRADES. 3 hours**

Summer Term.

A course dealing with the everyday aspects of physics, chemistry, biology, and astronomy with emphasis on content suitable for teachers of middle-grade science or of general science in high school. The work will include demonstrations and simple experiments that can be performed with the type of equipment available in the average middle-grade situation with some introduction to the more complete equipment that may be found in some of the junior high school laboratories.

**405. THE CONSERVATION AND USE OF NATURAL RESOURCES. 4 hours**

Spring Quarter.

A course designed to acquaint students with the importance of and problems pertaining to the conservation and use of such resources as soil, minerals, water, forests, and wildlife. Three hours of class and two hours of laboratory work weekly.

**Social Studies**

**WORLD HUMAN GEOGRAPHY 202. 5 hours**

Fall Quarter.

Earth conditions will be studied with reference to the adaptations

made to them by man. The influence of geographical factors on modes of living, types of occupations, social organization and government will be given emphasis.

**ECONOMIC GEOGRAPHY. (Business Administration 302)** 5 hours

See Page 77.

**AMERICAN HISTORY. (History 301, 302, 303)** 5 hours  
See Page 111.

**320a. SOCIAL STUDIES FOR THE ELEMENTARY GRADES.** 3 hours

**Winter Quarter and Summer Term.**

An integrated social-studies course designed for elementary teachers. Consideration will be given to such topics as local government functions; transportation; ways of communication, such as television, radio, newspapers; and property rights and responsibilities.

**320b. SOCIAL STUDIES FOR THE MIDDLE GRADES.** 3 hours

**Winter Quarter and Summer Term.**

An integrated course for teachers in grades seven, eight, and nine. Topics considered include responsibilities of family membership, occupations, labor unions, taxation, and other world cultures.

## DEPARTMENT OF HOME ECONOMICS

The Department of Home Economics offers the Bachelor of Science degree in general home economics. The course is designed to meet the needs of students interested primarily in homemaking and of those who wish to enter certain commercialized fields of home economics. It also gives a thorough preparation for those who desire to enter selected fields of specialized home-economics study.

Majors in other departments are encouraged to elect the following subjects without prerequisites being adhered to: Home Economics 202, 205, 222, 275, 293, 300, 304, 323, 420, and 490.

**202. ART SURVEY. 5 hours**

Fall Quarter. Required of home economics majors but offered as a general elective.

A survey of art, providing a basis for the development of good taste and art appreciation. Three hours of lecture and two two-hour laboratory periods.

**205. FOODS. 5 hours**

Fall Quarter.

A practical course to present the facts and principles which govern food selection, preparation, and table service. The basic facts of nutrition, along with their application to individual needs, are studied. Field trips in marketing are included. Two lectures and two four-hour laboratory periods per week.

**222. PROBLEMS IN DRESS. 5 hours**

Winter Quarter.

Clothing selections; emphasis on principles of pattern alterations, fitting, and construction; construction of two garments. Two lectures and two four-hour laboratory periods per week.

**275. HOME PLANNING AND FURNISHINGS. 5 hours**

Fall Quarter.

Planning and furnishing the house from the standpoint of family needs; economic and social factors involved; historical background of furniture; application of the principles of art to home furnishing. Three lectures and two three-hour laboratory periods per week.

**293. FAMILY RELATIONS. 5 hours**

Spring Quarter. Not open to students who have credit in Sociology 316.

The aim of this course is to give a greater appreciation of the home through a study of its history, of the problems in managing the modern home, and of the laws directly affecting it. Five hours' lecture per week.

**300. HOUSEHOLD EQUIPMENT. 5 hours**

Winter Quarter. Prerequisite: Physics 120.

Application to home situations of the principles involved in the performance of major types of household equipment used in food preparation, laundering, and cleaning, with emphasis placed upon safety in the home. Four lectures and one laboratory period per week.

**304. MANAGEMENT OF HOME AND FAMILY RESOURCES. 5 hours**

Fall Quarter, 1960.

Designed to assist students who are seeking a better understanding of their management problems of the home and family resources. This is a non-laboratory course.

306. MEAL PLANNING AND TABLE SERVICE. 5 hours

Spring Quarter. Prerequisite: Home Economics 205.

The choice, purchase, preparation, and service of meals considering the dietary standards and nutritional needs of the group and for special occasions. Two lectures and two four-hour laboratory periods per week.

323. TEXTILES. 5 hours

Winter Quarter.

A study of textiles, fibers, and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint. Physical and chemical testing for adulterations and fiber content. Economic consideration in selection and buying. Four lectures and one two-hour laboratory period per week.

325. CLOTHING SELECTION AND CONSTRUCTION. 5 hours

Spring Quarter. Prerequisites: Home Economics 222 and 323.

Two lectures and two four-hour laboratory periods per week.

411. NUTRITION. 5 hours

Fall Quarter, 1959.

A study of the chemical and physical changes involved in the digestion and metabolism of foods. The nutritive value and relative cost of foods in relation to feeding the family.

420. HOME NURSING. 5 hours

Winter Quarter. Prerequisite: Home Economics 205.

General procedure in nursing the sick in the home, home remedies, food for the sick, and physical care of infants. Three lectures and one four-hour laboratory period per week.

445. CLOTHING FOR CHILDREN. 3 hours

Winter Quarter. Prerequisites: Home Economics 222, 323, and 325.

This course is planned for home-economics students but may be taken by anyone properly qualified. The course considers infants' and children's clothing from the standpoint of health, economics, and appropriateness. The topics studied are suitability of material, design, and color; simplicity of decoration; ease of construction, ease of

laundry; and construction for children up to twelve years old. One lecture and two two-hour laboratory periods per week.

**490. CHILD DEVELOPMENT. 5 hours**

Spring Quarter and Summer Term. Not open to students who have credit in Psychology 301.

A study of the physical, mental, emotional, and social development of children from the prenatal period to adolescence. Observation of children required. Four lectures and one two-hour period of supervised observation of children.

**305. NUTRITION FOR TEACHERS. 5 hours**

Summer Term. Not open to majors in home economics.

Fundamental health habits and the essentials of an adequate diet in relation to the health of the school child; emphasis on how to teach nutrition information to school children; the use of the school lunch in nutrition instruction.

## DEPARTMENT OF LANGUAGES AND LITERATURE

**PLACEMENT TESTS.** All freshmen are given an English Placement Test. Those who pass this test will satisfy Freshman English requirements with English 101-102 (10 hours). Those who fail this test will be required to take English A-101-102 (13 hours).

Students offering two high-school units in a Foreign Language will take a Placement Test in that language. A passing score on this test will entitle admission to course 211 of the language offered for entrance, thereby reducing degree requirements to 10 hours of Foreign Language.

### MAJOR REQUIREMENTS:

A major in English consists of 30 hours from courses numbered in the 300's and 400's. A minor in English consists of 20 hours from such courses.

A major in Foreign Language consists of 30 hours from the intermediate and advanced courses of two languages; a minor consists of 20 hours from such courses in one language. Elementary courses taken in preparation for intermediate and advanced courses are considered as satisfying Basic Curriculum requirements.

#### Courses In English

**A. ENGLISH FUNDAMENTALS. 3 hours**

Given all quarters.

Required of all freshmen needing extra instruction in the fundamentals of English grammar and in reading comprehension. The

passing mark on this course is a grade of "C." The course must be repeated immediately on a grade less than "C." Five recitations a week.

**101. COMPOSITION AND RHETORIC. 5 hours**

Given all quarters. Required of all freshmen after passing the English Placement Test or after passing English A.

A course teaching correctness in spelling, mechanics, grammar. Themes strive toward simple, correct, effective expression.

**102. COMPOSITION AND RHETORIC. 5 hours**

Given all quarters. Prerequisite: English 101. Required of all freshmen.

Continued theme writing based on reading; studies in effective diction and sentence construction; research technique; grammar and punctuation review.

**201-202. HUMANITIES. 5-5 hours**

Given all quarters. Prerequisites: English 101-102.

A general survey of literature and culture required of all sophomores.

**205. MUSIC APPRECIATION FOR THE LISTENER. 5 hours**

Summer Term.

This course is designed to give the listener, and especially the musically untrained listener, the fundamental knowledge necessary for incorporating good music into his future recreational and spiritual life. It is of importance to public-school teachers. No technical knowledge of music is needed.

**209a. MUSIC APPRECIATION. 3 hours**

**209b. ART APPRECIATION. 3 hours**

Spring Quarter.

A general course in Music and Art Appreciation for the layman. Students may enroll for either the Music or the Art recitations or for both. Independent credit will not be given for Music Appreciation 209a and for Music Appreciation 205.

211. PUBLIC SPEAKING. 5 hours

Winter and Spring Quarters.

A course designed to help the speaker achieve a style of speaking which is natural, correct, and effective.

302. AMERICAN LITERATURE. 5 hours

Winter Quarter, 1960.

A survey of American literature from Colonial days to the present time, emphasizing political and social developments.

306. SHAKESPEARE AND HIS TRAGEDIES. 5 hours

Spring Quarter, 1960.

A study of the chief tragedies of Shakespeare and of the author's life and place in the Elizabethan Age.

307. ADVANCED ENGLISH GRAMMAR. 5 hours

Spring Quarter, 1961.

A comprehensive study of English grammar, especially for English majors and prospective teachers. Extensive use will be made of diagramming. Special consideration will also be given to the historical and descriptive aspects of grammar. The general aim of the course is to teach the mechanics of the English language so that the student can speak, write, and teach with accuracy, understanding and force.

309. THE NOVEL. 5 hours

Fall Quarter, 1959.

Studies in the development of prose fiction from the eighteenth century to the present.

315. THE DRAMA. 5 hours

Fall Quarter, 1961.

A history of the drama from the days of the early Greeks to the present.

401. THE ENGLISH LANGUAGE. 5 hours

Fall Quarter, 1960.

An introduction to the study of the English language with respect to its history, its borrowings, and its present-day problems.

**440. EARLY ENGLISH LITERATURE. 5 hours**

Winter Quarter, 1961.

A survey of English literature from its Anglo-Saxon beginnings to the Renaissance. Special attention is given to Chaucer.

**460. RENAISSANCE LITERATURE. 5 hours**

Spring Quarter, 1961.

A study of non-dramatic English literature from the Elizabethans to the Restoration. Special attention is given to Spenser, Donne, and Milton.

**480. EIGHTEENTH CENTURY LITERATURE. 5 hours**

Winter Quarter, 1960.

A general survey of prose and poetry from Pope to the beginnings of Romanticism. Special attention is given to Dr. Johnson and his circle.

**490. ROMANTIC POETS. 5 hours**

Winter Quarter, 1961.

A study of Romanticism and the major poems of Wordsworth, Coleridge, Byron, Shelley, and Keats.

**495. VICTORIAN LITERATURE. 5 hours**

Spring Quarter, 1960.

Readings from the major writers of the period in both prose and poetry. A general study of social conditions in England during the last part of the nineteenth century.

**Courses in French****101-102. ELEMENTARY FRENCH. 10 hours**

Fall-Winter and Winter-Spring Quarters.

Elementary reading and conversation.

**211. FRENCH GRAMMAR REVIEW. 5 hours**

Fall and Spring Quarters. Prerequisite: French 102 or a passing score on the French Placement Test.

Review of grammar and study of simplified reading material.

**212. FRENCH FOR READING KNOWLEDGE.** 5 hours  
Winter Quarter, 1961. Prerequisite: French 211.

Reading of texts of standard difficulty with continued drill on pronunciation and conversation. This course is necessary for a reading knowledge of French.

**215. FRENCH CONVERSATION AND COMPOSITION.** 5 hours

Winter Quarter, 1960. Prerequisite: French 211.

An intensive course in oral and written composition.

**301. FRENCH LITERATURE AND CULTURE.** 5 hours  
Spring Quarter, 1961. Prerequisite: French 212 or 215.

An introduction to the chief French authors through the Eighteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.

**302. FRENCH LITERATURE AND CULTURE.** 5 hours  
Spring Quarter, 1960. Prerequisite: French 212 or 215.

An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and reading are provided on French customs and culture.

#### Courses in German

**101-102. ELEMENTARY GERMAN.** 10 hours  
Fall-Winter Quarters.

Elementary reading.

**211. GERMAN GRAMMAR REVIEW.** 5 hours  
Spring Quarter. Prerequisite: German 102 or a passing score on the German Placement Test.

Review of grammar and study of simplified reading material.

**212. GERMAN FOR READING KNOWLEDGE.** 5 hours

Fall Quarter. Prerequisite: German 211.

Reading of texts of standard difficulty with drill on conversation. This course is necessary for a reading knowledge of German.

### Courses in Spanish

<b>101-102. ELEMENTARY SPANISH.</b>	<b>10 hours</b>
Winter-Spring Quarters.	
Elementary reading and conversation.	
<b>211. SPANISH GRAMMAR REVIEW.</b>	<b>5 hours</b>
Fall Quarter. Prerequisite: Spanish 102 or a passing score on the Spanish Placement Test.	
Review of grammar and study of simplified reading material.	
<b>212. SPANISH FOR READING KNOWLEDGE.</b> 5 hours	
Winter Quarter, 1961. Prerequisite: Spanish 211.	
Reading of texts of standard difficulty with continued drill on pronunciation and conversation. This course is necessary for a reading knowledge of Spanish.	
<b>215. SPANISH CONVERSATION AND COMPOSITION.</b>	<b>5 hours</b>
Winter Quarter, 1960. Prerequisite: Spanish 211.	
An intensive course in oral and written composition.	

### Courses in Russian

<b>301. AURAL RUSSIAN</b>	<b>3 hours</b>
Spring Quarter.	
This course uses the phrase approach to acquaint the student with practical aspects of the spoken language. Registration may be limited to students who have a specific need and objective. Credit is elective and does not count toward language requirements.	

## DEPARTMENT OF MATHEMATICS

### MAJOR REQUIREMENTS:

A major in mathematics consists of 35 hours from Mathematics 222, 223, 320, 345, 346, 347, 355, 360, and 400. None of these major courses may be taken unless the grade earned in each of the respective prerequisite courses was "C" or better.

<b>105. INTERMEDIATE ALGEBRA.</b>	<b>3 hours</b>
Fall, Winter, and Spring Quarters.	

Five hours of recitation per week, and designed to meet the needs of students who have had only one year's work in algebra or

whose high-school transcript or placement score indicates an inadequate mathematical preparation. The course carries three hours' credit if passed with a grade of "C" or above, but in every case is non-credit unless taken prior to any other mathematics course.

The fundamental operations are reviewed and accuracy procedure stressed.

A detailed study of the equation, factor forms, fractions, functions, functions and graphs, linear equations, exponents, radicals and quadratics is given, supplemented by daily class problems.

**111. PLANE TRIGONOMETRY. 5 hours**

Fall, Winter and Spring Quarters.

Angles and their measure; trigonometry of the right triangle, with exercises in the solution of right triangles and use of natural function tables. The functions of obtuse, fractional and multiple angles with exercises in their application to trigonometric identities. The trigonometry of the oblique triangle, and the law of sines, the law of cosines and the law of tangents. A thorough study of the theory and practice of logarithms with particular application to the trigonometric calculations.

**206. COLLEGE ALGEBRA. 5 hours**

Fall, Winter, and Spring Quarters. Prerequisite: Mathematics 111.

A review of the fundamental operations, factoring, fractions, linear and quadratic equations; a thorough study of the theory and practice in the use of logarithms, and the usual study in the Theory of Equations.

**215. PLANE SURVEYING. 5 hours**

Spring Quarter. Prerequisites: Mathematics 111 and Engineering Drawing 101.

This course is designed to give the student a fair working knowledge of surveying instruments and their care and use. Field work in chaining, leveling, compass, plane table and transit surveys. Office work in calculation from field notes and map making. This course is given from text notes and library references, and will conform to methods and forms in use in good engineering practice.

**222. PLANE ANALYTIC GEOMETRY. 5 hours**

Fall and Spring Quarters. Prerequisite: Mathematics 206.

The analytic geometry of the point, line, circle and elementary

properties of conic sections; transformations of coordinates, polar and rectangular graphs and the simpler transcendental curves, and parametric equations.

**223. ADVANCED ANALYTIC GEOMETRY. 5 hours**

Winter Quarter, 1960. Prerequisite: Mathematics 222.

A rapid review of the principles of plane analytics, tangents and normals, parametric and empirical equations and the elements of solid analytic geometry. This course is recommended for students who wish to major in mathematics.

**320. APPLIED MECHANICS. 5 hours**

Spring Quarter. See Department of Physics.

**345. DIFFERENTIAL CALCULUS. 5 hours**

Fall and Winter Quarters. Prerequisite: Mathematics 222.

This course includes derivatives of algebraic and transcendental functions and application to slopes, maxima, minima and rates.

**346. DIFFERENTIAL AND INTEGRAL CALCULUS. 5 hours**

Winter and Spring Quarters.

This course is a continuation of Mathematics 345 and includes curvature, theorem of mean value, indeterminate forms, formal integration, integration by various devices, and applications to areas, lengths, and volumes.

**347. INTERMEDIATE CALCULUS. 5 hours**

Spring Quarter, 1960.

This course is a continuation of Mathematics 346 covering series, expansion of functions, hyperbolic functions, partial differentiation and multiple integrals.

**350. DESCRIPTIVE ASTRONOMY. 5 hours**

Summer Term.

A general study of the celestial sphere, with applications to the practical problems of Spherical Trigonometry in the determination of latitude, longitude and time.

**355. ELEMENTARY THEORY OF EQUATIONS.** 5 hours

Fall, 1959. Prerequisite: Approval by head of department.

Nature and evaluations of roots, cubic and biquadratic functions, symmetric functions.

**360. INTRODUCTION TO MODERN ALGEBRA.**

5 hours

Winter Quarter, 1961. Prerequisite: Approval by head of the department.

An introduction to the number system, groups, fields, matrices, and vectors.

**400. DIFFERENTIAL EQUATIONS.**

5 hours

Fall Quarter, 1960.

Ordinary differential equations with application to physics and mechanics.

**MODERN LANGUAGES**

See Languages and Literature.

**DEPARTMENT OF PHYSICS****MAJOR REQUIREMENTS:**

Students majoring in Physics should take the following courses in addition to those listed under basic requirements: Physics 223, 224, 225, 310, Physics Laboratories I and II, and at least two of the courses 320, 330, 340, 400, 410; Chemistry 201, 202; Mathematics 222, 345, 346.

**120. HOUSEHOLD PHYSICS.**

5 hours

Fall Quarter.

Required of all Home Economics students and open to all girls. The course surveys the fundamentals of physics with emphasis on the application of physical principles in the home. The laboratory work is devoted to experiments which are related directly to household appliances. Four lecture-recitations and one three-hour laboratory period per week.

**121. INTRODUCTORY PHYSICS.**

5 hours

Fall, Winter, and Spring Quarters.

A survey of the principles of physics with applications to such modern devices as the automobile, radio, etc., which have been the result of the technological triumph of our age. Numerous demonstra-

tions are used to clarify physical concepts. Five demonstration-lectures per week.

**223. MECHANICS. 5 hours**

Fall and Winter Quarters. Prerequisite: Mathematics 111.

A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical solutions. The laboratory work is designed to clarify physical concepts, develop skill in making precise measurements, and proficiency in the manipulation of apparatus. Four lecture-recitations and one three-hour laboratory period per week.

**224. ELECTRICITY. 5 hours**

Spring Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with magnetism and static and current electricity. Four lecture-recitations and one three-hour laboratory period per week.

**225. HEAT, LIGHT, AND SOUND. 5 hours**

Winter Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with wave theories generally, and heat, light, and sound specifically. Four lecture-recitations and one three-hour laboratory period per week.

**310. MODERN PHYSICS. 5 hours**

(Not offered 1959-60) Winter Quarter, 1961. Prerequisites: Physics 224 and 225.

An introduction to modern physics, dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in Atomic Physics.

**320. MECHANICS—INTERMEDIATE. 5 hours**

Winter Quarter, 1960. (Not offered 1960-61) Prerequisite: Physics 223. May be taken concurrently with Mathematics 346.

The course deals with the effect of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Mechanics may be used for either mathematics or physics credit.

**330. THEORY OF OPTICS. 4 hours**

Fall Quarter, 1959; Winter Quarter, 1961. Prerequisite: Physics 225. May be taken concurrently with Mathematics 346.

A study of the electromagnetic field and its application to the phenomena of reflection, refraction, interference, diffraction, and spectroscopy. Four lecture-recitations per week.

**340. RADIO-ELECTRONICS. 5 hours**

Fall Quarter, 1959; Spring Quarter, 1961. Prerequisite: Physics 224.

A study of the elementary principles of radio. The laboratory work consists of study of radio circuits and the use of testing equipment. Four lecture-recitations and one three-hour laboratory per week.

**360. COMMUNICATIONS-ELECTRONICS 5 hours**

Spring Quarter, 1960 (Not offered 1960-61). Prerequisite: Physics 340.

The course deals with the theory and operation of both voice and continuous wave transmitters and communication receivers. The work parallels the requirements for F.C.C. examinations for operators as far as basic radio theory and radio physics are concerned.

**375-376-377. PHYSICS LABORATORY I 1-1-1 hour**

Fall, Winter, and Spring Quarters. Required of third-year students majoring in physics.

Selected experiments from the various branches of physics, clarifying and expanding the work of the classroom, and developing good laboratory techniques. The evaluation and interpretation of experimental data.

**400. HEAT. 4 hours**

(Not offered 1959-60). Fall Quarter, 1960. Prerequisite: Physics 225. May be taken concurrently with Mathematics 346.

A study of temperature and its measurements, calorimetry, and some topics from thermodynamics. Four lecture-recitations per week.

**410. ELECTRICITY AND MAGNETISM I 4 hours**

Spring Quarter, 1960 (Not offered 1960-61). Prerequisites: Physics 224 and Mathematics 346.

A course considering in somewhat more advanced manner the topics of electrostatics, magnetostatics, electrolysis, basic circuit theory, and related topics.

**420. ELECTRICITY AND MAGNETISM II      4 hours**

(Not offered 1959-60). Fall Quarter, 1960. Prerequisite: Physics 410.

This course is a continuation of Physics 410 with emphasis on electrodynamics, alternating current theory, transmission lines, filters, electro-magnetic wave theory and related topics.

**430. THEORY OF ELECTRONICS      4 hours**

Winter Quarter, 1960. (Not offered 1960-61). Prerequisite: Physics 340. May be taken concurrently with Mathematics 346.

A course dealing with the theory and application of the electromagnetic spectrum from radio through X-rays as these radiations are produced, detected, and controlled by electronic devices.

**440. NUCLEAR PHYSICS.      4 hours**

Fall Quarter, 1959; Spring Quarter, 1961. Prerequisite: Physics 340.

A study of particle accelerators, natural radio-activity, radiation measuring instruments and the detection of nuclear particles. Other topics include transmutations, nuclear fission, chain reactions, and nuclear reactors.

**475-476-477. PHYSICS LABORATORY II      1-1-1 hour**

Fall, Winter, and Spring Quarters. Required of fourth-year students majoring in physics.

A continuation of Physics Laboratory I.

**Courses in Engineering Drawing****101. ENGINEERING DRAWING.      2 hours**

Winter Quarter.

First quarter of a two-quarter course requiring six or more hours in the drawing room each week. The course covers proper use of drawing instruments and equipment, the theory of orthographic projection, applied geometry, auxiliary projection, and pictorial representation. Particular emphasis is placed on development of technique. Only pencil drawings are required.

**102. ENGINEERING DRAWING.      2 hours**

Spring Quarter. Prerequisite: Engineering Drawing 101.

The second quarter of the two-quarter course covers section work, dimensioning, working drawings, technical sketching, pencil drawings for reproduction and fastening devices.

## DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

The purpose of the Department of Health and Physical Education is three-fold; first, to provide a required program which will encourage vigorous health, desirable habits of conduct, and recreation to all students; second, to offer a program of competitive sports for all students aimed at developing attitudes and skills in physical activities which may be enjoyed in adult life; third, to prepare teachers of physical education, athletic coaches, and recreational workers.

All freshman and sophomore men, except those returning from Service, and all freshman and sophomore women are required to enroll for physical education.

### Physical Education for Men

All freshman and sophomore men, except veterans, are required to take two hours of physical education per week. The program includes apparatus stunts, tumbling, and sports.

### FRESHMAN PHYSICAL EDUCATION.

- 100M. Fall Quarter—Touch football and soccer.
- 101M. Winter Quarter—Gymnastics and tumbling.
- 102M. Spring Quarter—Volleyball and softball.

### SOPHOMORE PHYSICAL EDUCATION.

- 200M. Fall Quarter—Boxing and wrestling.
- 201M. Winter Quarter—Basketball.
- 202M. Spring Quarter—Track and tennis.

THE SPORTS PROGRAM FOR MEN includes the following activities:

- Fall Quarter—Football and horseshoes.
- Winter Quarter—Basketball, volleyball, and table tennis.
- Spring Quarter—Softball, tennis, track, and badminton.

All students, who are physically able, are urged to take an active part in the sports program.

### Courses in Health and Physical Education

Courses numbered as "M" courses are open only to men; courses numbered as "W" courses are open only to women; other courses are

open to both men and women.

Required courses for physical education majors will include the following:

Men, 215, 305M, 310M, 325M, 330, 405, 410, 415, and 440abc.

Women, 210, 215, 310W, 315W, 330, 405, 415, 420 and 440abc.

**210. DANCE.** 3 hours

## Winter Quarter.

A study of folk, square, social, and contemporary dances with emphasis on their adaptation to school and playground uses. Five hours' lecture, research, and laboratory weekly.

## 215. HISTORY AND PRINCIPLES OF HEALTH

## **AND PHYSICAL EDUCATION. 5 hours**

## Spring Quarter.

This is an orientation course for health and physical education majors and is divided into two parts. The first part deals with the history of health and physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation. Special consideration is given professional leadership and its prospects.

305M. FOOTBALL.

5 hours

## Fall Quarter.

Classes will meet two hours per day for five days a week. One hour a day lecture on the theory of coaching football, and at least one hour a day of practical experience coaching intramural football teams.

310M. BASKETBALL.

5 hours

## Winter Quarter.

Classes will meet two hours per day for five days a week. Five lectures and demonstrations every week on the theory and practice of coaching basketball. Each student will have experience playing every position on the team under actual game conditions.

Practical experience will be obtained through directing this phase of the sports program.

325M. BASEBALL AND TRACK.

5 hours

## Spring Quarter.

Classes will meet two hours per day for five days a week. Five lectures and demonstrations every week on the theory and practice

of coaching baseball and track. The first half of the quarter will be devoted to baseball and the remainder to track.

**330. FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS.** 5 hours

Winter Quarter.

Lectures and laboratory practices are given in the phases of first aid and safety that especially apply to physical education and athletics. This course will be taught by a qualified instructor certified by the American Red Cross.

**405. MATERIALS AND METHODS IN HEALTH AND PHYSICAL EDUCATION.** 5 hours

Winter Quarter.

A study of the methods and content of the physical education program according to age groups, capacities, needs, interests, and development of the individual. Consideration is given to adapting the program to the materials and facilities available.

**410. SCHOOL AND COMMUNITY RECREATION.** 5 hours

Spring Quarter.

A study of the background for the present school and community recreation movement and of the types of recreation activities and methods of organizing them. A consideration of recreation's place in education and a review of the social institutions which are making a conspicuous contribution in the field of play and of the needs to which they have responded. An attempt will be made to point the way to a better type of organization of the social institutions within the community. Intramural athletics may be treated as a part of a school recreational program.

**415. THE ADMINISTRATION OF HEALTH AND PHYSICAL EDUCATION.** 5 hours

Fall Quarter.

A study of organizing and administering a department of health and physical education.

In health, stress will be placed on the importance of an integrated and well organized health department that may be utilized in the secondary schools. The importance of the health program to our schools will be presented.

In physical education, stress will be placed on the importance of establishing a well organized department; the relationship of the varsity and sports programs to the student body as a whole; organi-

zation of the athletic program, service program, and recreational program, with emphasis placed on the best methods of organizing and administering.

420a. PHYSICAL EDUCATION FOR THE ELEMENTARY SCHOOL.	3 or
420b. PHYSICAL EDUCATION FOR THE MIDDLE GRADES	1 hours

Fall Quarter and Summer Term. One section may be taken for three hours' credit or both sections for four hours' credit.

The courses are designed to acquaint the prospective teacher of the elementary and middle grades with a physical education program for the respective levels. The student will receive practical experience in all the facets of an adequate physical education program for the elementary and/or middle grades. Three and/or four hours weekly of lecture, research, and laboratory.

440 a, b, c. CLASS AND PROGRAM PLANNING.	5 hours
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Students will be assigned for two hours a week, these hours in conformity with the schedule for the required service program. The course will consist of observation on the part of the student and participation in the solution of the practical problems which occur in the administration of the required physical education classes. Students will be assigned to this program for three quarters.

### Physical Education for Women

#### FRESHMAN PHYSICAL EDUCATION.

100W. Fall Quarter—Tennis and body mechanics.

101W. Winter Quarter—Folk, square, and social dancing.

102W. Spring Quarter—Softball and volleyball.

#### SOPHOMORE PHYSICAL EDUCATION.

200W. Fall Quarter—Field Hockey.

201W. Winter Quarter—Basketball.

202W. Spring Quarter—Badminton and archery.

THE SPORTS PROGRAM FOR WOMEN includes the following:

Fall Quarter—Volleyball and tennis.

Winter Quarter—Basketball.

Spring Quarter—Softball, tennis, badminton, and table tennis.

All students are urged to take an active part in the sports program

**Special Courses for Women****310W. BASKETBALL AND VOLLEYBALL. 5 hours****Winter Quarter. (On demand)**

A study and practice of the fundamental skills, rules and officiating techniques. Practical experience in supervised coaching and officiating will be given in the competitive activities. Five hours weekly of lecture, research, and laboratory.

**315W. SOFTBALL AND TENNIS. 5 hours****Spring Quarter.**

A study and practice of the fundamental skills, rules and officiating techniques. Practical experience in supervised teaching, coaching, and officiating will be given in the competitive activities. Five hours weekly of lectures, research, and laboratory.

**DEPARTMENT OF SOCIAL SCIENCES****MAJOR REQUIREMENTS:**

A student who chooses history as the area of major concentration will take 30 hours beyond "200" courses. The following courses are required: History 301, 302, 303, and 422. The remaining 10 hours should be selected from other upper-divisional courses in the department of history.

**101-102. CONTEMPORARY CIVILIZATION. 5-5 hours****Fall, Winter, Spring Quarters and Summer Term.**

Courses 101 and 102 are designed to give the student a foundation for historical study as well as an insight into responsible citizenship.

A survey of social, political and economic movements and institutions in western civilization from 1500 to the present. Major developments in Europe since the Renaissance and in the United States from the Colonial Period to the present.

**Courses in History****204. CONTEMPORARY GEORGIA. 5 hours****Winter Quarter and Summer Term.**

A study of the economic, social, and political position of Georgia at the present time. To secure proper perspective for the course,

frequent references are made to the history, government, and progress of Georgia in the past. As a means of comparison, statistical materials pertaining to the southeast and to the United States as a whole are utilized. A comprehensive discussion of all aspects of Georgia's development.

**\*301. AMERICAN HISTORY, 1492 to 1860. 5 hours**

Fall Quarter.

A comprehensive survey of American history from the discovery of the New World to the Civil War.

**\*302. AMERICAN HISTORY, 1860 to 1912. 5 hours**

Winter Quarter.

A thorough study of the history of the United States from the beginning of the Civil War to the start of Woodrow Wilson's Administration.

**\*303. AMERICAN HISTORY, 1912 TO THE PRESENT. 5 hours**

Spring Quarter.

The leading issues of current politics; social, economic, and political movements; and international relations of recent years. The course covers the period from World War I to the present.

(\*These courses may be taken by sophomores if approved by the Dean.)

**311. ENGLAND FROM 1485 TO THE PRESENT. 5 hours**

(Not offered 1959-60).

A study of the growth and development of England and the British Empire from the reign of the Tudors to the present. Emphasis on political and economic factors.

**315. HISTORY OF THE FAR EAST. 5 hours**

Winter Quarter.

A survey of Oriental history, with emphasis upon the role of Japan and China in world affairs during the nineteenth and twentieth centuries. Relations between the United States and the Orient will be stressed.

321. HISTORY OF THE SOUTH. 5 hours

Spring Quarter.

A detailed study of the growth and development of Southern political, social, and economic institutions from the late colonial period to the present. Special attention is given to agricultural changes, political revolt, the growth of industry, racial conflicts and adjustments, and to economic progress in the period since Reconstruction.

331. DIPLOMATIC HISTORY OF THE UNITED STATES. 5 hours

Fall Quarter.

A course designed to acquaint the student with the development of the foreign policies of the United States and the part which this nation has played in its relations with other countries from 1775 to the present.

411. HISTORY OF LATIN AMERICA. 5 hours

Fall Quarter. (Not offered 1960-61).

A study of the Hispanic political and economic institutions in the Latin-American colonies, the Wars of Independence and the recent development of the Latin-American republics. Emphasis upon the relationship of the United States with Latin America.

420. EUROPEAN HISTORY, 1500 to 1815. 5 hours

(On demand).

A study of the political, social, economic, and cultural developments in Europe from the Renaissance through the Congress of Vienna.

421. EUROPEAN HISTORY, 1815 to 1914. 5 hours

Winter Quarter.

A history of Europe from the Congress of Vienna to the beginning of World War I. The main political, economic, international, and intellectual movements in Europe during the nineteenth and early twentieth centuries will be stressed.

422. EUROPEAN HISTORY, 1914 TO THE PRESENT. 5 hours

Spring Quarter.

A study of the causes, chief phases, and results of the First and

Second World Wars, and the principal political, economic, social, and cultural problems of the European countries since 1914.

### Courses in Political Science

**201. AMERICAN GOVERNMENT.** 5 hours

Fall and Spring Quarters and Summer Term.

An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our national government. The course includes a study of the national government in its relation to the states.

**301. AMERICAN POLITICAL PARTIES.** 5 hours

Winter Quarter (On Demand).

A study of party development in the United States, the functions and organization of political parties, and current party problems. The influence of political parties upon American political thought will be considered.

**401. COMPARATIVE GOVERNMENTS.** 5 hours

Spring Quarter, 1961.

A study and comparison of the more important governments of Europe with an emphasis upon the more recent revolutionary constitutional changes. The government of the United States in the comparative analysis.

### Courses in Sociology

**201. INTRODUCTION TO SOCIOLOGY.** 5 hours

Spring Quarter.

The student is introduced to the methods of human association; the nature of culture, custom, belief, institution, etc., and its role in the development of society.

**256. RURAL SOCIOLOGY.** 5 hours

(On Demand).

A study of rural culture and human nature in the United States. Recent trends and problems in the rural life with emphasis upon the changing nature of agriculture in the national economy.

**316. THE FAMILY AND SOCIETY.**                   **5 hours**

**Spring Quarter.**

Historical and contemporary view for understanding the American family system; domestic relations law in the United States; the social significance of current conflicting ideas relative to sex, marriage and family patterns; and the significance of the impact of war and post-war reconstruction. Not open to students who have credit in Home Economics 293.

**Courses in Philosophy**

**308. INTRODUCTION TO PHILOSOPHY.**                   **5 hours**

**Spring Quarter.**

A study in the fundamentals of philosophy, stressing the relation of philosophy to religion, art, literature, science, and other fields of knowledge. The purpose is to help the student to construct and refine his own interpretation of the world and life.

## DEPARTMENT OF MILITARY SCIENCE AND TACTICS

### MILITARY PERSONNEL

Lt. Col. Robert P. Hatcher, Jr.

Major James O. Morgan

Major Robert A. Smith

Captain David M. Levitt

SFC William J. O. Barnard

SFC Alton M. Chandler

SFC James K. Huther

SFC James M. D. Wilkins

Sgt. Leonard Evans

Mrs. Kathryn S. Phillips, Secretary

### MISSION OF THE MILITARY DEPARTMENT

The mission of the Senior Division R.O.T.C. as established at North Georgia College is to produce junior officers who have the qualities and attributes essential to their progressive and continued development as officers in a component of the Army of the United States.

Military instruction also affords invaluable training for successful civilian life inculcating as it does the principles of neatness, mental alertness, self-reliance and confidence.

### THROUGH THE YEARS

At the close of World War I, Congress authorized qualified and interested colleges to establish units of Reserve Officers Training Corps, but since North Georgia had been historically devoted to the ideals of military training, it found itself already in full accord with prevailing national thought.

At the end of World War II, the college again found its general program of educational and military training approved by the thought and plans of the nation's most forward-looking businessmen and statesmen.

The record of North Georgia as a military college, in



time of peace as in time of war, has been distinguished. During each consecutive year since 1928, the college has earned high approval from the Department of the Army.

The most recent change in the R.O.T.C. program at North Georgia College is the conversion to the General Military Science R.O.T.C. curriculum. This conversion represents a major change in policy in view of the fact that the Army R.O.T.C. program since its inception in 1916 has presented specialized branch instruction for all R.O.T.C. students. Adoption of the General Military Science program as a general policy represents one of the steps the Department of the Army has taken recently to revitalize its R.O.T.C. program. This program will permit students a greater diversity in selection of Branch of Service in which they wish to serve.

### DRESS PARADES/REVIEWS

The colorful Sunday afternoon parades, held during each quarter, afford opportunity for relatives and friends to visit the campus and to glimpse interesting phases of routine college life. These parades also constitute a pleasant social occasion upon which many of the faculty may become acquainted with visiting parents and friends.

### ALLOWANCES FROM DEPARTMENT OF ARMY

All qualified students formally enrolled in the Basic-Course R.O.T.C. receive a monetary allowance yearly from the Department of Army to defray partial cost of uniforms. Advanced-Course students qualified and accepted by the P.M.S.&T. for government contract receive another and larger monetary allowance toward the cost of uniforms, plus approximately \$27 per month for subsistence. For veterans, the above allowances are in addition to all the usual benefits under the G.I. bill. The allowances mentioned above are subject to annual revision by the Department of Army.

### SUMMER CAMP

As part of the R.O.T.C. program, the Department of the Army conducts summer camps for Advanced-Course

students. These usually are attended during the summer between the two years of the Advanced Course. They are of six weeks duration and the work is all practical. In addition to military work, field sports and competition are conducted. The government pays the cost of transportation to and from the camp. Students attending are provided with clothing, subsistence, medical attention, and in addition, are paid approximately \$2.50 per day.

## GRADUATION AND THE COMMISSION

Each member of the R.O.T.C. who successfully completes the course of Military Science instruction, who receives a degree from North Georgia College, who has attained the required age of 18 years, and who is recommended by the Professor of Military Science and Tactics as being physically, mentally, morally, and professionally qualified, is tendered a commission as Second Lieutenant in the Officers' Reserve Corps. If such student is designated as a Distinguished Military Graduate, he is eligible to apply for a commission as Second Lieutenant in the Regular Army.

## MEDALS AND AWARDS

### UNIT AWARDS:

**LUTTRELL MILITARY PROFICIENCY TROPHY:** Awarded to the company winning the corps field-day tests. Presented at the first formal review following announcement of winner.

**HONOR-COMPANY STREAMERS:** Awarded to first and second-place company winners in honor company competition. Presented at the first formal review following announcement of winners.

**SMALL-BORE COMPETITION PLAQUE:** Awarded to the company having the highest average in small-bore rifle firing. Presented at the first formal review following announcement of winners.

### INDIVIDUAL AWARDS:

**CERTIFICATE OF ACHIEVEMENT:** Awarded by the Commanding General, Third Army, to the graduating cadet who has shown the greatest degree of progress and development while pursuing the R.O.T.C. course. Presented at the commissioning ceremony.

**HONOR SABRE:** Awarded to the outstanding company commander. Presentation will be made at a formal review during the Spring Quarter.

**NONCOMMISSIONED OFFICER'S MEDAL:** Awarded to the outstanding non-commissioned officer. Presentation will be made at a formal review during the Spring Quarter.

**DISTINGUISHED MILITARY STUDENT'S BADGE:** Awarded to cadets designated distinguished military students by the Professor of Military Science and Tactics. Presentation will be made at a formal review following selection.

**MEADERS AWARD:** Awarded to the cadet most proficient in the Manual of Arms. Gold Medal will be displayed, with winner's name, in the College Library. Presentation of Gold Ribbon will be made at a formal review during the Spring Quarter.

**SOPHOMORE DRILL MEDAL:** Awarded to the best-drilled second-year basic military student. Presented at a formal review in the Spring Quarter.

**FRESHMAN DRILL MEDAL:** Awarded to the best-drilled first-year basic military student. Presented at a formal review in the Spring Quarter.

**BAND MEDAL:** Awarded to the outstanding enlisted cadet member of the band. Presented at a formal review in the Spring Quarter.

**EXPERT MEDAL:** Awarded to any member of the rifle team who fires a total score of two hundred seventy-five (275) or better in any intercollegiate shoulder-to-shoulder match. Presented at a formal review in the Spring Quarter.

**SHARPSHOOTER MEDAL:** Awarded same as above for a total score of two hundred sixty-four (264) or better. Presented at a formal review in the Spring Quarter.

**MARKSMAN'S MEDAL:** Awarded same as above for a total score of two hundred forty (240) or better. Presented at a formal review in the Spring Quarter.

**MARKSMANSHIP MEDAL, HIGH SCORE POSTAL MATCH:** Awarded to the member of the rifle team who fired the highest score in an intercollegiate postal match. Presented at a formal review in the Spring Quarter.

**MARKSMANSHIP MEDAL, SECOND-HIGH SCORE POSTAL MATCH:** Awarded same as above for second highest score. Presented at a formal review in the Spring Quarter.

**MARKSMANSHIP MEDAL HIGH SCORE SHOULDER MATCH:** Awarded to the member of the rifle team who fired the highest score in an intercollegiate shoulder-to-shoulder match. Presented at a formal review in the Spring Quarter.

**MARKSMANSHIP MEDAL, SECOND-HIGH SCORE SHOULDER MATCH:** Awarded same as above for second highest score. Presented at a formal review in the Spring Quarter.

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**HONOR COMPANY RIBBON:** Awarded to each individual member of the honor company. No formal presentation is made. This ribbon may be worn only by cadets assigned to honor company for the period the award is authorized.

**HONOR COMPANY FOURRAGERE:** Awarded and worn as the above.

**RIFLE-TEAM LETTER AND SWEATER:** Awarded to qualified members of the rifle team. Presentation is made in the Spring Quarter.

**DESCRIPTION OF R.O.T.C. COURSES**

**General Military Science R.O.T.C. Program  
FIRST YEAR—BASIC COURSE**

**MILITARY SCIENCE 100, 101, 102.** 203 hours

a. **Organization of the Army and R.O.T.C.** 5 hours

History and organization of the R.O.T.C. and reasons for continued growth.

b. **Individual Weapons and Marksmanship** 25 hours

Mechanical functioning, disassembly and assembly, care and maintenance, and method of employment of rifle, carbine, and submachine gun.

c. **American Military History** 30 hours

A survey of American military history from the origins of the American Army to the present.

d. **School of the Soldier and Exercise of Command** 140 hours

Functions of individual soldiers in developing and retaining the teamwork and esprit de corps essential to the success of any military organization.

e. **Supply Economy** 3 hours

Sound supply and maintenance procedures.

**SECOND YEAR—BASIC COURSE**

**MILITARY SCIENCE 200, 201, 202.** 203 hours

a. **Map and Aerial Photograph Reading** 20 hours

Application of basic principles to make the student proficient in the use of maps and aerial photographs.

b.	Crew-served Weapons and Gunnery	30 hours
Familiarize the student with all types of infantry crew-served weapons in use by the Army.		
c.	School of the Soldier and Exercise of Command  (Same as Military 100)	140 hours
d.	Role of the Army in National Defense  Give the student an understanding of the missions and responsibilities of the U. S. Army as a member of the National Defense Team.	10 hours
e.	Supply Economy  (Same as Military 100)	3 hours

### THIRD YEAR—ADVANCED COURSE

	MILITARY SCIENCE 300, 301, 302.	263 hours
a.	Leadership  Responsibilities and basic qualities of a leader.	10 hours
b.	Military Teaching Principles  Methods of instruction used in teaching.	25 hours
c.	Organization, Function, and Mission of the Arms and Services  To supply sufficient background information of the Arms and Services to assist the student to make an intelligent decision in his selection of the branch of service in which he desires to be commissioned.	30 hours
d.	Small Unit Tactics and Communications  To provide the student with the principles and fundamentals of small unit tactics and communications.	60 hours
e.	School of the Soldier and Exercise of Command  (Same as Military 100)	140 hours
f.	Supply and Economy  (Same as Military 100)	3 hours

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FOURTH YEAR—ADVANCED COURSE

MILITARY SCIENCE 400, 401, 402. 263 hours

a. Operations

Command and staff; estimate of the situation and combat orders; military intelligence; the military team; training management.

b. Logistics

Supply and evacuation; troop movements; motor transportation.

c. Military Administration and Personnel Management

Military administration, military justice.

d. Service Orientation

The role of the United States in world affairs and the present world situation; leadership, officer indoctrination.

e. School of the Soldier and Exercise of Command

(Same as Military 100)

140 hours

f. Supply and Economy

(Same as Military 100)

3 hours

# GENERAL REGULATIONS GOVERNING THE CORPS OF CADETS

## THE CORPS OF CADETS

The male students of the college are organized as a Corps of Cadets to which all belong, regardless of their individual eligibility to enter the federal organization known as the Reserve Officers Training Corps. Although some veterans and special classes of transfer students are excused from R.O.T.C. instruction, all are members of the Corps of Cadets and accept the general spirit and life of the brigade.

The Cadet Corps is organized into a Brigade of two Battle Groups and a Band. The Brigade, as well as each Battle Group, has a headquarters and staff; each Battle Group has three lettered rifle companies. Each company, as well as the band, has its own cadet officers and noncommissioned officers.

### TACTICAL BOARD

The immediate supervision of discipline within the Corps of Cadets rests with the Tactical Board, of which the PMST is chairman and the officers of the Military Department and the Commandant are members. This board of officers applies the regulations approved by the faculty and it is empowered to refer serious cases to the faculty committee on discipline for final action. This committee may request the withdrawal from college of a student whose spirit, influence, conduct, or scholarship is not satisfactory, even though no specific charge is preferred.

The Commandant keeps the records of conduct which become the basis of curtailment of privileges or of dismissal, or demotion or of promotion, and citation for efficient discharge of duty. The Commandant's Section supervises the life in all living areas and makes daily inspection of rooms, corridors, bathrooms, and premises in the immediate barracks areas.

### GOVERNMENT OF THE CADETS

The cadet system of control is essentially a specialized system of student government. At North Georgia, therefore, the conduct of the male students is controlled large-

ly through the cadet officers and non-commissioned officers. In the discharge of this responsibility, the officers are fully supported by the faculty at large. These student officers thus enjoy an outstanding opportunity for the development of tact, initiative, leadership, fairness, and honor to a very unusual degree.

It is the duty of the cadet officers and non-commissioned officers to enforce college regulations, report violations of same, supervise formations and exercises, call the rolls, report absences, and be responsible for the care of all rooms to which cadets are assigned.

### SELECTION OF CADET OFFICERS

In selecting the cadet officers who are to lead their fellow students and direct all the military units, consideration is given, not alone to military knowledge and drill technique, but also to academic standing (a minimum average of "C"), participation in general campus activities, spirit of cooperation, loyalty, dependability, qualities of leadership, and personal character.

To remain an officer, there must be continued evidence of efficiency, devotion to duty and responsibility, loyalty to the general policies of the entire institution, and adherence to high standards of personal conduct. A minimum average of "C" in academic subjects must be maintained.

Due to their military experience and training, veterans are encouraged to qualify for leadership positions in the Cadet Corps. To insure continuity of training, attendance at all three drill periods per week is required of all cadet officers.

### GENERAL REGULATIONS

Detailed regulations governing cadet life are given in the handbook issued by the Commandant, but the following general policies have been proven from year to year advisable and necessary:

(1) Cadets must obtain permission from the Commandant to be absent from general college duties. Permission from his office must be obtained for going more

than five miles from the college. The Commandant must also approve all other requests to be absent from any campus duty.

(2) Firearms, other than rifles issued to cadets, explosives of any kind, gasoline or gasoline mixtures will not be allowed in the living areas.

**(3) POSSESSION OR USE OF INTOXICANTS IS PROHIBITED.**

(4) Gambling in any form or games of chance are prohibited.

(5) Members of the Senior and Junior Classes and day students are the only students authorized to have motor vehicles at the college. An exception to this regulation may be made for veterans. Motor vehicles of all types must be registered with the Commandant of Cadets and will remain under his direct control.

(6) Any cadet wishing part-time off-campus employment must have such employment approved by the Commandant.

(7) Punishment shall consist of denial of privileges, extra duty, reduction of officers to ranks, restriction to limits, arrest, suspension, and dismissal. As restrictions and arrest are questions of honor, violations of the same are punishable by dismissal.

**(8) UNFAILING RESPECT FOR ORDER, MORALITY, PERSONAL HONOR, AND THE RIGHTS OF OTHERS** is due the Corps by each cadet.

(9) Although cadet life is largely governed by a military schedule, cadet officers of every rank, as well as the cadets themselves, are subject also to the broader regulations of the college and each heartily cooperates with the members of the academic staff, the Dean of the College, the Dean of Women, the Commandant of Cadets, and the Social Committee in carrying out academic and social policies.

**HAZING**

Hazing, personal indignities, any form of so-called initiation of freshmen, the exercise of unauthorized authority by one cadet over another, and the exactation of any form of service of a new cadet by an old one are

prohibited. Each cadet, however, is held strictly responsible to attention to duty, courtesy to his cadet officers and non-commissioned officers, and for the carrying out of all legitimate military orders; but cadet officers, non-commissioned officers, and upperclassmen in general, whether as individuals or groups, are not authorized to punish offenders or those who may be delinquent in company or general military duties by any form of intimidation, personal indignity, flogging, the exercise of unwarranted authority, or any kind of physical force.

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